



## PRINCETON PUBLIC UTILITIES

Electricity — Water

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907 FIRST STREET / PRINCETON, MN 55371-1559  
TEL: 763-389-2252 / FAX: 763-389-2273

**PRINCETON PUBLIC UTILITIES COMMISSION  
REGULAR MEETING AGENDA  
Mille Lacs Historical Society Amdall Room  
101 10<sup>th</sup> Avenue South  
Princeton, MN 55371  
December 17, 2025 at 1:00 PM**

*A video of the proceedings will be available the next business day at  
[www.PrincetonUtilities.com/public-utilities-commission](http://www.PrincetonUtilities.com/public-utilities-commission).*

- 1. Call to Order / Roll Call**
- 2. Approval of Agenda** *(No item of business shall be considered unless it appears on the agenda for the meeting. Commission members may add items prior to adoption of the agenda.)*
- 3. Public Comment** *(Individuals may address the Commission about any item not contained on the regular agenda. A maximum of three (3) minutes is allotted per person. If multiple people wish to speak on the same topic, they are to designate a spokesperson to speak on all their behalf. The Commission will take no official action on items discussed at the forum and will not speak to legal matters or issues that impact individual privacy rights. The Commission may refer to staff for a future report.)*
- 4. Consent Agenda** *(Those items listed under Consent Agenda are considered to be routine by the Commission and will be acted upon by one motion. There will be no separate discussion of these items, unless a Commission Member so requests, in which event, the item will be removed from the consent agenda and considered immediately after the adoption of the consent agenda.)*
  - a. Public Utilities Commission Regular Meeting Minutes – November 19, 2025
  - b. Certification of Accounts Payable
  - c. Resolutions and Orders
    - i. Memo 25-43: 2025 Charge-Offs
    - ii. Memo 25-44: 2025 Disposal of Assets
    - iii. Memo 25-45: Tort Liability Waiver
    - iv. Memo 25-46: 2026 Calendar
- 5. Reports**
  - a. General Manager Report
    - i. Office Manager Report
    - ii. Water/Power Plant Superintendent Report
    - iii. Electric Superintendent Report
  - b. Financial Reports – Income Statement, Balance Sheet, Trial Balance, and Cash Reserves
  - c. Other Reports
    - i. SMMPA and EV Chargers
- 6. Regular Agenda**
  - a. Third Street Feasibility Report (Butcher)
    - i. Memo 25-47: Third Street Feasibility Report

*Agenda packets, minutes, and videos for this and past Commission meetings are available online at [www.PrincetonUtilities.com/public-utilities-commission](http://www.PrincetonUtilities.com/public-utilities-commission).*



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- b. Space Needs Report Discussion (Commission)
- c. Resolution 25-11: Affirming Princeton's Commitment to Public Power (Butcher)

### 7. Adjournment

*Agenda packets, minutes, and videos for this and past Commission meetings are available online at [www.PrincetonUtilities.com/public-utilities-commission](http://www.PrincetonUtilities.com/public-utilities-commission).*

# **PUBLIC UTILITIES COMMISSION**

## **REGULAR MEETING**

**November 19, 2025, 1:00 P.M.**

Pursuant to due call and notice thereof, the Regular Meeting of the Public Utilities Commission, City of Princeton, was held at the Mille Lacs County Historical Society Depot Museum in the Amdall Room, 202 10<sup>th</sup> Avenue South, on October 15, 2025, at 1:00 p.m.

Meeting was called to order by Chair Edmonds at 1:00 p.m.

### **1. CALL TO ORDER / ROLL CALL**

Commissioners: Jack Edmonds, Nick Nowak, and Tom Jackson  
Absent: None

PPU Staff: General Manager Keith Butcher, Electric Superintendent Jeremy Linden, Water/Power Plant Superintendent Scott Schmit, Office Manager Christina Cunningham, and Secretary/Treasurer Kathy Ohman.

Others: Ed Yost and Isaac and Julia from Leo A. Daly.

### **2. APPROVAL OF AGENDA**

Mr. Edmonds called for additions or deletions to the agenda. There were none.

Mr. Jackson made a motion to approve the agenda of the November 19, 2025 Regular PUC Meeting. Mr. Nowak seconded. Motion carried.

### **3. PUBLIC COMMENTS:**

There were no Public Comments.

### **4. CONSENT AGENDA:**

- a. Public Utilities Commission Regular Meeting Minutes – October 15, 2025
- b. Certification of Accounts Payable
- c. Resolutions and Orders
  - i. Resolution 25-08: Phase II – Minor Materials
  - ii. Resolution 25-09: Phase II – Construction
  - iii. Resolution 25-10: Power Transformer – North Substation

Mr. Nowak made a motion to approve the Consent Agenda of the November 19, 2025 Regular PUC Meeting. Mr. Jackson seconded. Motion carried.

### **5. REPORTS:**

- a. General Manager Report
  - i. Office Manager Report
  - ii. Water/Power Plant Superintendent Report

- iii. Electric Superintendent Report
- b. Financial Reports – Income Statement, Balance Sheet, Trial Balance, and Cash Reserves
- c. Other Reports
  - i. SMMPA and EV Reports

## 6. **REGULAR AGENDA**

### a. **SPACE NEEDS ANALYSIS PRESENTATION**

General Manager Keith Butcher presented *Memo 25-36: Space Needs Report*. Isaac and Julia from Leo A. Daly presented the results of the Utility and Municipal Facility Space Needs Assessment in detail for the PPU Commission.

Discussion.

Isaac and Julia from Leo A. Daly left the meeting following their presentation.

### b. **2026 PROPOSED THIRD STREET PROJECT**

General Manager Keith Butcher presented *Memo 25-37: Third Street Feasibility Report Draft* for infrastructure improvements on Third Street.

Discussion.

### c. **2025-2027 AUDITS**

General Manager Keith Butcher presented *Memo 25-38: Audit Contract Renewal* requesting approval to renew the audit contract with Smith Schafer for three years.

Discussion.

Mr. Nowak made a motion to approve the 2025-2027 Audit Proposal from Smith Schafer. Mr. Jackson seconded. Motion carried.

### d. **ELECTRIC CAP PLAN PHASE II: MAJOR MATERIALS BID SELECTION**

General Manager Keith Butcher presented *Memo 25-39: Electric CAP Plan Phase II: Major Materials Selection* along with Bid Summary and DGR Award Recommendation Letter requesting selection of the winning bid for Phase II – Major Materials.

Discussion.

Mr. Jackson made a motion to adopt DGR's recommendation for Phase II – Major Materials. Mr. Nowak seconded. Motion carried.

### e. **2026 BUDGET DISCUSSION**

General Manager Keith Butcher presented *Memo 25-40: 2026 Budget Update* and *Memo 25-41: 2026 Fee Schedule* for Electric and Water.

Discussion.

Mr. Jackson made a motion to approve the 2026 Budget for both Electric and Water. Mr. Nowak seconded. Motion carried.

Mr. Jackson made a motion to approve the 2026 Fee Schedule for both Electric and Water. Mr. Nowak seconded. Motion carried.

**f. 2026 RATES**

General Manager Keith Butcher presented *Memo 25-42: 2026 Rates*.

Discussion.

Mr. Nowak made a motion to approve the 2026 Rates. Mr. Jackson seconded. Motion carried.

There being no further business, Mr. Nowak made a motion to adjourn the meeting at 2:11 p.m. Mr. Jackson seconded. Motion carried.

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Chair

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Secretary/Treasurer

DRAFT

**PRINCETON PUBLIC UTILITIES****Accounts Payable Listing**

For 11/1/2025 to 11/30/2025

|    | <b>Vendor</b>                      | <b>Description</b>                                     | <b>Amount</b> |
|----|------------------------------------|--|---------------|
| 1  | Amaril Uniform Company             | FR Rated Clothing                                      | 82.82         |
| 2  | Cardmember Service (Mastercard)    | Lodging, Meals, Supplies, LED Light, State Fee         | 1,159.12      |
| 3  | Centerpoint Energy                 | Monthly Natural Gas                                    | 1,155.08      |
| 4  | City of Princeton                  | September Sewer Billing & Late Charges                 | 139,208.45    |
| 5  | Connexus Energy                    | Monthly Utilities                                      | 2,459.52      |
| 6  | DGR Engineering                    | Engineer Fees  | 27,199.50     |
| 7  | Finken Water Solutions             | Bottled Water  | 31.45         |
| 8  | Glenn Metalcraft, Inc.             | Commercial Rebate                                      | 4,597.56      |
| 9  | Grainger                           | Toggle Switch & Batteries                              | 191.42        |
| 10 | HealthPartners                     | November Health Insurance                              | 24,011.92     |
| 11 | Heritage Brick, LLC                | Tuck Point Office & Warehouse                          | 3,425.00      |
| 12 | Instrumental Research, Inc.        | Monthly Water Testing                                  | 100.26        |
| 13 | Keith Butcher                      | Reimbursement  | 6,312.07      |
| 14 | Kriss Premium Products, Inc.       | Jacket Water Treatment                                 | 500.00        |
| 15 | Leeb Underground, Inc.             | Asphalt Repair   | 2,062.50      |
| 16 | Leo A Daly LLC                     | Consultant   | 2,175.00      |
| 17 | Lincoln National Life Insurance    | November Life & Disability Insurance                   | 720.55        |
| 18 | Metro Sales Incorporated           | Managed Technical Services                             | 3,097.06      |
| 19 | MN Dept. of Commerce               | Unclaimed Property                                     | 276.77        |
| 20 | NCPERS Group Life Insurance        | October Life Insurance                                 | 64.00         |
| 21 | Optum                              | H S A Participant Fee                                  | 63.75         |
| 22 | Pekarek Utilities Midwest, Inc.    | Boring   | 1,341.00      |
| 23 | Postmaster                         | Postage for Monthly Billing                            | 1,113.61      |
| 24 | Postmaster                         | Postage for Monthly Billing                            | 1,113.61      |
| 25 | Princeton Area Chamber of Commerce | Light up Princeton Christmas Tree Lane                 | 20.00         |
| 26 | Princeton Public Utilities         | Office Clothing, Safety Boots                          | 632.63        |
| 27 | Princeton Rental, Inc.             | Tractor Seeder Rental                                  | 224.58        |
| 28 | Princeton Public Utilities         | Monthly Utilities                                      | 3,183.20      |
| 29 | Revolt Electrical Services, Inc.   | Transformer Testing                                    | 23,985.00     |
| 30 | Stinson, LLP                       | Legal Fees   | 600.00        |
| 31 | TASC                               | COBRA Admin. Fees & Renewal Fee                        | 727.94        |
| 32 | U.S. Bank Equipment Finance        | Monthly Copier Lease Payment                           | 207.09        |
| 33 | Uline                              | Shelf Bins   | 239.02        |
| 34 | Union Times                        | Subscription   | 83.80         |
| 35 | AT&T Mobility                      | Monthly Cell Phones & Tablets                          | 377.52        |
| 36 | Bolton & Menk, Inc.                | Engineer Fees  | 1,032.00      |
| 37 | Card Services (Coborns)            | Supplies   | 99.33         |
| 38 | City of Princeton                  | Qrtly. Franchise Fee                                   | 22,329.00     |
| 39 | DK Designs, LLC                    | Vehicle Lettering                                      | 125.00        |
| 40 | ECM Publishers, Inc.               | Advertising  | 148.50        |
| 41 | Fairview Health Services           | Random Drug & Alcohol Testing                          | 90.00         |
| 42 | Finken Water Solutions             | Bottled Water  | 21.95         |
| 43 | Gopher State One Call              | Monthly Locates  | 140.40        |
| 44 | Great America Financial Services   | Postage Meter Rental                                   | 164.95        |
| 45 | Great River Office Products        | Supplies   | 726.90        |
| 46 | Hawkins                            | Water Treatment Chemicals                              | 8,136.11      |
| 47 | Instrumental Research, Inc.        | Monthly Water Testing                                  | 100.26        |
| 48 | Jim's Mille Lacs Disposal          | Monthly Trash Service                                  | 241.37        |
| 49 | Locators & Supplies, Inc.          | Marketing Paint, Safety Glasses                        | 409.46        |
| 50 | Marv's True Value                  | Lawn Sprinklers, Tools, Supplies, Photo Eyes, PVC Caps | 301.39        |
| 51 | Metro Sales Incorporated           | Reconfigure Copier                                     | 97.50         |
| 52 | Midcontinent Communications        | Monthly Internet & Telephone                           | 270.50        |
| 53 | MN Dept. of Labor & Industry       | Boiler Pressure Vessel Inspection                      | 150.00        |
| 54 | MN Municipal Utilities             | Dues & Conference                                      | 4,091.75      |

**PRINCETON PUBLIC UTILITIES****Accounts Payable Listing**

For 11/1/2025 to 11/30/2025

| <b>Vendor</b>                      | <b>Description</b>  | <b>Amount</b> |
|------------------------------------|---|---------------|
| 55 NAPA Central, MN                | Fuel Line, Hose Clamps, Oil Filter, Arm Bumper            | 181.84        |
| 56 Online Information Services     | Monthly Online Credit & ID Checks                         | 158.20        |
| 57 Princeton Public Utilities      | Supplies, Fuel, Office Clothing                           | 375.57        |
| 58 SafeAssure Consultants          | Safety Training   | 5,533.80      |
| 59 Safety-Kleen, Corp.             | Parts Washer Lease  | 613.43        |
| 60 Skogquist Companies, Inc.       | Freight   | 3,700.00      |
| 61 Stuart C. Irby Co.              | Inventory, Testing of Gloves & Sleeves, Tools & Supplies  | 7,747.00      |
| 62 USA Blue Book                   | Water Testing Supplies, LMI Retro Fit Kit                 | 858.15        |
| 63 Verizon Wireless                | Monthly Remote Internet & Data                            | 415.27        |
| 64 Vestis                          | Cleaning Supplies & Services                              | 363.34        |
| 65 Voyant Communications, LLC      | Monthly Telephone   | 425.86        |
| 66 Wex Bank                        | Monthly Vehicle Fuel                                      | 687.41        |
| 67 WSB                             | Engineer Fees   | 1,170.50      |
| 68 Northland Trust Services, Inc.  | 2008 Bond Principal & Interest Payment                    | 159,302.50    |
| 69 SMMPA                           | November Purchased Power                                  | 392,975.05    |
| 70 1000bulbs.com                   | Bulbs   | 518.59        |
| 71 Cardmember Service (Mastercard) | Supplies, Printer, LED Bulbs, Decorations, Concrete Block | 6,930.47      |
| 72 City of Princeton               | October Sewer Billing & Late Charges                      | 140,491.00    |
| 73 City of Princeton               | IT Support Services                                       | 1,867.84      |
| 74 Connexus Energy                 | Monthly Utilities   | 2,219.89      |
| 75 Current Compass, Inc.           | Consulting Services                                       | 1,237.50      |
| 76 Deputy Registrar                | Tax & Transfer Fees                                       | 7,903.22      |
| 77 DGR Engineering                 | Engineer Fees   | 26,932.50     |
| 78 East Side Glass Co.             | Replace Windows in Plant                                  | 21,750.00     |
| 79 Federated Co-ops, Inc.          | Grass Seed  | 386.51        |
| 80 FP Mailing Solutions            | Postage   | 900.00        |
| 81 HealthPartners                  | December Health Insurance                                 | 27,434.04     |
| 82 Kriss Premium Products, Inc.    | Hot Loop Treatment  | 668.32        |
| 83 Leo A Daly LLC                  | Consulting Services                                       | 1,087.50      |
| 84 Lincoln National Life Insurance | December Life & Disability Insurance                      | 720.55        |
| 85 Locators & Supplies, Inc.       | Locating Flags & Locating Paint                           | 285.68        |
| 86 MacQueen Equipment              | Suction Hose & Filter                                     | 2,967.82      |
| 87 Metro Sales Incorporated        | Managed Technical Services                                | 3,097.06      |
| 88 NCPERS Group Life Insurance     | November Life Insurance                                   | 64.00         |
| 89 Postmaster                      | Postage for Monthly Billing                               | 1,114.11      |
| 90 Princeton Public Utilities      | Safety Boots  | 97.81         |
| 91 Princeton Public Utilities      | Monthly Utilities   | 2,029.65      |
| 92 Stinson, LLP                    | Legal Fees  | 1,450.00      |
| 93 TASC                            | COBRA Admin. Fees & Renewal Fee                           | 152.43        |
| 94 ADP, Inc.                       | Payroll Processing  | 395.24        |
| 95 Complete Merchant Solutions     | Monthly Credit Card Fees                                  | 56.75         |
| 96 VeriCheck                       | Monthly eCheck Fees                                       | 261.40        |
| 97 Neon Link                       | Monthly Online Management Fees                            | 541.60        |
| 98 PERA                            | November PERA Contribution                                | 12,731.08     |
| 99 Optum                           | October H S A Contributions                               | 5,574.28      |
| 100 MN Dept. of Revenue            | September Sales & Use Tax                                 | 34,233.00     |
| 101 Refunds                        | Customer Meter Deposits                                   | 547.82        |
| 102 Rebates                        | Residential Energy Star Rebates                           | 1,625.00      |

**TOTAL****1,174,199.75**

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## MEMORANDUM 25-43

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TO: Princeton Public Utilities Commission  
FROM: Kathy Ohman, Bookkeeper  
SUBJECT: 2023 Charge Offs  
DATE: December 17, 2025

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### ITEM SUMMARY

Presented for approval is the proposed charge offs for 2025.

### BACKGROUND INFORMATION

See attached document.

PUBLIC UTILITIES COMMISSION 2025  
YEAR ENDING CHARGE OFFS

| <u>ACCT. #</u> | <u>LAST BILLED</u> | <u>ELECTRIC</u>        | <u>WATER</u>         | <u>SEWER</u>         | <u>FRANCHISE FEE</u> | <u>SALES TAX</u>     | <u>LATE CHARGES</u>  | <u>TOTAL</u>           |
|----------------|--------------------|------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|------------------------|
| Customer A     | 11/15/24           | 0.00                   | 100.51               | 187.52               | 7.50                 | 26.05                | 20.10                | 341.68                 |
| Customer B     | 08/01/24           | 41.26                  | 24.30                | 75.00                | 3.00                 | 0.22                 | 0.00                 | 143.78                 |
| Customer C     | 01/30/24           | 62.15                  | 0.00                 | 0.00                 | 3.00                 | 23.81                | 19.88                | 108.84                 |
| Customer D     | 04/11/25           | 0.00                   | 10.00                | 1.72                 | 1.50                 | 0.11                 | 0.00                 | 13.33                  |
| Customer E     | 04/30/25           | 333.29                 | 0.00                 | 0.00                 | 7.50                 | 50.79                | 57.58                | 449.16                 |
| Customer F     | 03/11/24           | 308.50                 | 0.00                 | 0.00                 | 6.00                 | 23.22                | 13.83                | 351.55                 |
| Customer G     | 07/15/24           | 0.00                   | 55.40                | 40.33                | 4.50                 | 0.33                 | 15.01                | 115.57                 |
| Customer H     | 01/17/25           | 7.38                   | 0.00                 | 0.00                 | 1.50                 | 0.66                 | 0.00                 | 9.54                   |
| Customer I     | 05/05/25           | 0.00                   | 65.40                | 22.51                | 6.00                 | 0.44                 | 9.77                 | 104.12                 |
| Customer J     | 10/04/24           | 201.57                 | 0.00                 | 0.00                 | 0.00                 | 34.28                | 35.98                | 271.83                 |
| Customer K     | 02/18/25           | 3.52                   | 0.00                 | 0.00                 | 1.50                 | 0.19                 | 0.00                 | 5.21                   |
| Customer L     | 10/09/24           | 357.98                 | 0.00                 | 0.00                 | 4.50                 | 26.75                | 20.20                | 409.43                 |
| Customer M     | 04/12/24           | 4.34                   | 0.00                 | 0.00                 | 0.00                 | 26.68                | 24.75                | 55.77                  |
| Customer N     | 10/07/24           | 730.91                 | 40.85                | 96.88                | 2.50                 | 3.19                 | 0.00                 | 874.33                 |
| Customer O     | 12/17/24           | 0.00                   | 0.00                 | 33.99                | 7.50                 | 0.55                 | 0.00                 | 42.04                  |
| Customer P     | 08/28/24           | 109.59                 | 0.00                 | 0.00                 | 0.00                 | 34.96                | 21.65                | 166.20                 |
| Customer Q     | 06/02/25           | 15.71                  | 0.00                 | 0.00                 | 1.50                 | 2.04                 | 0.00                 | 19.25                  |
| Customer R     | 04/15/25           | 3.49                   | 1.00                 | 0.00                 | 1.50                 | 0.38                 | 0.00                 | 6.37                   |
| Customer S     | 03/15/25           | 2.75                   | 0.00                 | 0.00                 | 1.50                 | 0.32                 | 0.00                 | 4.57                   |
| Customer T     | 01/03/25           | 87.91                  | 0.00                 | 0.00                 | 1.50                 | 6.60                 | 0.00                 | 96.01                  |
| Customer U     | 05/13/24           | 0.00                   | 1.92                 | 41.45                | 6.00                 | 0.44                 | 0.00                 | 49.81                  |
| Customer V     | 04/10/25           | 19.45                  | 0.00                 | 0.00                 | 3.00                 | 7.27                 | 4.59                 | 34.31                  |
| Customer W     | 04/15/25           | 1.68                   | 0.00                 | 0.00                 | 2.92                 | 0.35                 | 0.00                 | 4.95                   |
| Customer X     | 06/13/23           | 435.14                 | 0.00                 | 0.00                 | 0.00                 | 32.22                | 43.51                | 510.87                 |
| Customer Y     | 12/01/24           | 0.41                   | 0.00                 | 0.00                 | 3.00                 | 6.09                 | 0.00                 | 9.50                   |
| Customer Z     | 02/27/25           | 333.18                 | 0.00                 | 0.00                 | 9.00                 | 42.49                | 40.86                | 425.53                 |
| Customer AA    | 04/15/25           | 68.60                  | 0.00                 | 0.00                 | 6.00                 | 11.36                | 10.12                | 96.08                  |
|                |                    | 3,128.81               | 299.38               | 499.40               | 92.42                | 361.79               | 337.83               | 4,719.63               |
|                |                    | 1,962.76               | 258.53               | 402.52               | 89.92                | 326.38               | 294.32               | 3,334.43               |
|                |                    | 1,166.05               | 40.85                | 96.88                | 2.50                 | 35.41                | 43.51                | 1,385.20               |
|                |                    | 0.00                   | 0.00                 | 0.00                 | 0.00                 | 0.00                 | 0.00                 | 0.00                   |
|                |                    | <b>3,128.81</b>        | <b>299.38</b>        | <b>499.40</b>        | <b>92.42</b>         | <b>361.79</b>        | <b>337.83</b>        | <b>4,719.63</b>        |
|                |                    | <b><u>3,128.81</u></b> | <b><u>299.38</u></b> | <b><u>499.40</u></b> | <b><u>92.42</u></b>  | <b><u>361.79</u></b> | <b><u>337.83</u></b> | <b><u>4,719.63</u></b> |



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## MEMORANDUM 25-45

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TO: Princeton Public Utilities Commission  
FROM: Keith R. Butcher, General Manager  
SUBJECT: 2026 Tort Liability Waiver Form  
DATE: December 17, 2025

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### ITEM SUMMARY

Each year the Commission must decide whether to waive or not waive statutory tort liability limits.

### BACKGROUND

Enclosed for approval, is the liability coverage waiver form developed by the League of Minnesota Cities. PPU has historically chosen to "NOT WAIVE" the monetary limits on municipal tort liability.

### RECOMMENDATION

Staff recommends that PPU "DOES NOT WAIVE" the monetary limits on municipal tort liability established in Minnesota Statutes 466.04.



### LIABILITY COVERAGE WAIVER FORM

**Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before their effective date of coverage. Email completed form to your city’s underwriter, to [pstech@lmc.org](mailto:pstech@lmc.org), or fax to 651.281.1298.**

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. *The decision to waive or not waive the statutory tort limits must be made annually by the member’s governing body, in consultation with its attorney if necessary.* The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member’s liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name: \_\_\_\_\_

*Check one:*

The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minn. Stat. § 466.04.

The member **WAIVES** the monetary limits on municipal tort liability established by Minn. Stat. § 466.04, to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member’s governing body meeting: \_\_\_\_\_

Signature: \_\_\_\_\_

Position: \_\_\_\_\_

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## MEMORANDUM 25-46

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TO: Princeton Public Utilities Commission  
FROM: Keith R. Butcher, General Manager  
SUBJECT: Commission Calendar  
DATE: December 17, 2025

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### ITEM SUMMARY

Presented for approval is the proposed Commission calendar for 2026.

### BACKGROUND INFORMATION

Historically, meetings have been held on the fourth Wednesday of the month starting at 1pm (unless otherwise noted).

Location:

Mille Lacs County Historical Society  
Amdall Room  
101 10<sup>th</sup> Avenue South

### **2026 (Proposed)**

**January 28**

**February 25**

**March 18 (one week earlier due to MMUA Legislative Conference)**

**April 22**

**May 27**

**June 24**

**July 22**

**August 26**

**September 23**

**October 28**

**November 18 (one week earlier due to Thanksgiving)**

**December 16 (one week earlier due to Christmas)**

### POTENTIAL MOTION

The Commission adopts the 2026 Calendar as detailed in Memo 25-46.

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## REPORT GM-25-12

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TO: Princeton Public Utilities Commission  
FROM: Keith R. Butcher, General Manager  
SUBJECT: General Manager Report  
DATE: December 17, 2025

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I am pleased to present this monthly report to the Princeton Public Utilities Commission. It provides an overview of the significant activities and developments that took place since our last meeting that are not included in the proposed agenda. Also included are the Monthly Department Reports from each of PPU's Senior Leadership Team.

### FINANCIAL UPDATE

With this month's Commission meeting occurring a week earlier than normal, this month's financial reports are for October. The holiday schedule results in this one-month lag until the schedule returns to normal in January.

### ADMINISTRATION/STAFF

#### *Accounting Software Conversion*

Given that our fiscal year is the same as the calendar year, staff decided that it would be prudent to delay the launch of the new billing/accounting software until January 1. This will eliminate the confusion of having one system for 11 months and the new system for only 1 month. It should make the audit process much simpler.

As of the writing of this memo, staff have successfully closed out August and September in the new system. They will continue to work on October and November. With the successful completion of these month-end closings, the switch in January should be relatively smooth.

#### *Staff*

Reviews are underway.

#### *Engineering*

Staff met with our new Engineering contact at WSB, Kevin Kruger. Kevin has been with WSB for many years and has familiarity with our Community. We are working on the Third Street project. I have invited Kevin to our January meeting so that the Commission can meet him.

### COMMUNITY INVOLVEMENT

We remain committed to being active members of the Princeton community and maintaining our industry partnerships.

#### *Community Partnerships*

- Staff participated in the mini-dazzle parade on November 29.

- We worked with the Mille Lacs County Historical Society on a successful application to bring the traveling display, “Electrify Minnesota”, to town next October (4-10) to coincide with Public Power week. Staff will begin working on details for a much larger celebration in 2026.

*Industry Partnerships*

- I attended the SMMPA Finance and Audit Committee meeting on December 2.
- I attended the MMUA Board Meeting on December 9.
- I attended the SMMPA Board Meeting on December 10.

If you have any questions or require additional information on any of the topics mentioned in this report, please do not hesitate to contact me.

Thank you for your continued trust in our team and supporting our mission to serve the Princeton community.

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## REPORT OM-12

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TO: Keith Butcher, General Manager  
FROM: Christina Cunningham, Office Manager  
SUBJECT: December Office Manager Report  
DATE: December 17, 2025

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I am pleased to present the monthly update report for the month of December. This report summarizes key activities and developments in various departments within our organization.

### CUSTOMER SERVICE

Customer Satisfaction: Our team continues to prioritize customer satisfaction. During the past 30 days, 792 phone calls were taken.

### BILLING

Payment Processing: Payments will be processed as due date is 12/12/25. Penalties were applied and payments continue to be processed as they come in.

We are continuing to move through our software change. We have found that the new software has the capability to prorate base charges on a final bill. We are very excited to see all of the options we will now have available. We have many of our processes that are being completed in both systems, which is a manual job currently. We have been able to make progress on the conversion and can see the finish line for 100% converted.

Last month, 40% of our customers received their bills electronically. We have customers who have chosen to get bills both by mail and electronically.

### MARKETING / PUBLIC RELATIONS

We participated in the Light Up Princeton parade. It was snowy but not as cold as in years past! It was great to see so many people along the parade route. We were able to get some large yard signs from SMMPA promoting the holiday light rebates which will help get the word out about the rebate program. We placed them along the boulevard in front of the power plant and in front of our decorated tree at Light Up Princeton.

### CONCLUSION

We have had many things going on in the office with the new software – office staff have been great at using both systems and are making sure our customers are receiving great service and accurate information.

We remain committed to upholding our standards of excellence in customer service, billing accuracy, financial management, and marketing.

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## REPORT WPPS 12-11-2025

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TO: Keith R. Butcher, General Manager  
FROM: Scott Schmit, Water & Power Plant Superintendent  
SUBJECT: Water & Power Plant Report  
DATE: December 11, 2025

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I am pleased to provide you with a monthly update. This report outlines key activities and developments.

### WATER DEPARTMENT

#### *Water quality testing*

- Monthly Bacti/Total Chlorine residual testing samples were collected and submitted to MN Dept. of Health for testing.
- Staff performed daily iron, manganese, fluoride and chlorine testing and daily plant chemical usage logs.
- Staff performed monthly filter testing and well draw down logs.
- Monthly fluoridation report to MN Dept. of Health was completed
- Staff installed the new chlorine analyzer for plant 2 and did some training with the rep on use and maintenance.

#### *Other activities*

- Staff Finished work on the fill materials bunkers.
- Pumped all the non-draining fire hydrants out for winter
- Prepped equipment for snow removal.
- Working on a replacement heater for WTP 2 chemical room that failed.
- We have continued to work with Bolton & Menk on the PFAS project.
- Snow removal.
- Rebuilt a fire hydrant that was hit by a car on the north end during a snow event. Staff is getting ready to reinstall.
- Field staff with the help of the office has continued to monitor and contact customers that are flagged on the daily leak report we contacted several customers that were flagged on the leak report.

- We still have 3 residential meters to change out to complete the AMI project.
- Staff assisted the line crew with Christmas decorations.
- Turned on water at a disconnected customer.
- Working on yearly staff reviews.

#### POWER PLANT DEPARTMENT

- All monthly reporting was completed.
- Substation monthly battery maintenance was completed.
- Snow removal from engine radiators
- Monthly test runs on all units went well.
- Worked with SMMPA and Mora PU supplying them with some drums of oil they need due to some extended run time at their plant.

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## REPORT ES-25-12

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TO: Keith R. Butcher, General Manager  
FROM: Jeremy Linden, Electric Superintendent  
SUBJECT: December Electric Superintendent Report  
DATE: December 11<sup>th</sup>, 2025

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I am pleased to present the monthly update report for December 2025, highlighting the activities and developments for the Electric Department.

### ELECTRIC CAPITAL IMPROVEMENTS PLAN (CAP PLAN) UPDATE

Project Progress: Begun reviewing Phase 2 constructions in preparation for that bidding process. The Phase 2 major material bids items are ordered. We have been pulling old poles and retiring OH lines.

### PROJECTS

Project Completion: Tested and hung Christmas decorations. Participated in Light UP Princeton Parade. Installed new secondary lines and energized the service at the last bldg. for Independent Auto Dealers United. Repairing Street lights and Decorations. Snow removal. Attended MMUA T&O Conference in St. Cloud.

### OUTAGE REPORT

Outage Response: Since the last meeting, we have had no outages.

### CONCLUSION

In summary, the Electric Department continues to make strides in enhancing our infrastructure, ensuring dependable service, and expanding service coverage to new customers. Our dedication to safety, customer service, and infrastructure development remains steadfast.

Looking forward, our focus remains on improving reliability metrics, advancing projects within the Capital Improvements Plan, and investing in staff training to maintain our high standards.

**PRINCETON PUBLIC UTILITIES COMMISSION**  
**UNAUDITED INCOME STATEMENT-ELECTRIC DEPARTMENT**  
**FOR MONTH ENDING: OCTOBER 31, 2025**

|  | <u>Current Period</u> | <u>Year to Date</u> | <u>Last Year<br/>Current</u> | <u>Last Year YTD</u> |
|--|-----------------------|---------------------|------------------------------|----------------------|
| <b>OPERATING REVENUE:</b>                |                       |                     |                              |                      |
| Residential Electric                     | 210,961.39            | 2,243,017.26        | 185,228.84                   | 2,120,980.04         |
| Residential Solar Energy Credit          | 0.00                  | 0.00                | 0.00                         | 0.00                 |
| Residential ECA                          | 0.00                  | 22.71               | 2,949.47                     | 29,263.36            |
| Small General Service                    | 54,068.16             | 577,193.22          | 48,600.66                    | 541,627.94           |
| Small Commercial Solar Energy Credit     | (23.56)               | (262.89)            | (31.92)                      | (276.33)             |
| Small General ECA                        | 0.00                  | 2.54                | 788.41                       | 8,337.31             |
| Large General Service                    | 115,475.70            | 1,160,342.97        | 104,262.83                   | 1,149,598.03         |
| Large Commercial Solar Energy Credit     | (64.00)               | (695.34)            | (89.27)                      | (747.91)             |
| Large General ECA                        | 0.00                  | 0.00                | 2,339.87                     | 23,698.87            |
| Intermediate Power Service               | 94,444.80             | 873,022.44          | 85,794.94                    | 815,576.14           |
| Intermediate Power ECA                   | 0.00                  | 0.00                | 2,081.00                     | 19,188.29            |
| Large Power Service                      | 116,361.84            | 1,095,613.81        | 106,945.95                   | 1,104,130.98         |
| Large Power ECA                          | 0.00                  | 0.00                | 2,617.46                     | 26,038.17            |
| Security Lights                          | 1,788.70              | 17,915.02           | 1,671.04                     | 16,733.50            |
| Street Light Fees                        | 2,724.00              | 26,567.00           | 2,575.00                     | 25,643.00            |
| Service Line Repair Fee                  | 1,835.00              | 18,176.00           | 1,799.00                     | 17,970.00            |
| Late Charges                             | 3,896.87              | 42,025.77           | 4,119.47                     | 43,021.09            |
| Hook-Up & NSF Charges                    | 1,450.00              | 9,200.00            | 1,260.00                     | 9,360.00             |
| Connection Fees                          | 0.00                  | 37,825.00           | 5,000.00                     | 14,500.00            |
| Construction Fees                        | 0.00                  | 43,590.40           | 30,472.99                    | 79,139.18            |
| Rate Stabilization Revenue               | (21,149.69)           | 43,585.02           | 0.00                         | 0.00                 |
| Operating & Maintenance                  | 31,420.15             | 371,664.30          | 31,453.07                    | 373,238.00           |
| Quick Start Diesel Payment               | 14,520.00             | 145,200.00          | 14,520.00                    | 145,200.00           |
| Solar Subscriptions                      | 0.00                  | 1,325.16            | 0.00                         | 1,325.16             |
| Pole Attachment Fee                      | 0.00                  | 0.00                | 0.00                         | 0.00                 |
| Merchandise Sales                        | 4,586.40              | 4,586.40            | 0.00                         | 5,812.00             |
| Other Operating Revenue                  | 15,154.14             | 103,847.41          | 23,297.05                    | 80,550.55            |
| <b>TOTAL OPERATING REVENUE:</b>          | <b>647,449.90</b>     | <b>6,813,764.20</b> | <b>657,655.86</b>            | <b>6,649,907.37</b>  |
| <b>OPERATING EXPENSES:</b>               |                       |                     |                              |                      |
| <b>Production Plant:</b>                 |                       |                     |                              |                      |
| Salaries & Supervision                   | 22,358.98             | 172,691.05          | 14,297.89                    | 138,284.66           |
| Purchased Power                          | 392,975.05            | 4,443,172.48        | 411,380.97                   | 4,330,958.81         |
| Natural Gas                              | 891.81                | 14,948.72           | 1,012.84                     | 11,113.45            |
| Lube Oil & Lubricants                    | 218.99                | 218.99              | 0.00                         | 3,475.64             |
| Chemicals                                | 500.00                | 2,717.93            | 500.00                       | 3,463.72             |
| Equipment Repairs                        | 17.32                 | 6,941.57            | 1,115.36                     | 12,538.72            |
| Production Supplies                      | 129.88                | 1,433.83            | 119.00                       | 1,453.24             |
| Plant Shop Supplies                      | 493.13                | 1,101.67            | 358.84                       | 743.89               |
| Small Tools Expense                      | 0.00                  | 89.74               | 40.52                        | 1,256.06             |
| Communications Expense                   | 45.97                 | 458.29              | 45.75                        | 455.29               |
| Scada & Computer Equipment               | 40.01                 | 400.10              | 0.00                         | 4,040.74             |
| Safety Equipment                         | 0.00                  | 704.40              | 386.81                       | 1,249.31             |
| Safety & Education Training              | 0.00                  | 1,775.24            | 0.00                         | 432.68               |
| Outside Services                         | 45.00                 | 3,999.00            | 1,296.79                     | 1,823.79             |
| Insurance Expense                        | 14,054.83             | 139,686.67          | 12,971.33                    | 128,588.18           |
| Transportation Fuel & Oil                | 0.00                  | 0.00                | 0.00                         | 0.00                 |
| Vehicle Repair & Maint.                  | 0.00                  | 0.00                | 0.00                         | 0.00                 |
| Equip. Maint., Inspec. & Serv Agreements | 763.43                | 2,758.52            | 1,639.75                     | 21,605.16            |
| Building & Grounds Maint.                | 142.84                | 2,690.60            | 136.04                       | 3,607.92             |
| Misc. Plant Expense                      | 0.00                  | 0.00                | 0.00                         | 40.00                |
| <b>Total Production Plant:</b>           | <b>432,677.24</b>     | <b>4,795,788.80</b> | <b>445,301.89</b>            | <b>4,665,131.26</b>  |

**INCOME STATEMENT-ELECTRIC**

|                                       | <u>Current Period</u> | <u>Year to Date</u> | <u>Last Year Current</u> | <u>Last Year YTD</u> |
|---------------------------------------|-----------------------|---------------------|--------------------------|----------------------|
| <b>Substation:</b>                    |                       |                     |                          |                      |
| Substation                            | 0.00                  | 0.00                | 0.00                     | 0.00                 |
| Chemicals                             | 0.00                  | 0.00                | 0.00                     | 0.00                 |
| Equipment Repairs                     | 42.56                 | 42.56               | 0.00                     | 0.00                 |
| Equip. Maint. & Inspections           | 23,985.00             | 56,100.09           | 0.00                     | 0.00                 |
| Building & Grounds Maint.             | 127.20                | 284.83              | 0.00                     | 600.00               |
| Utilities                             | 0.00                  | 0.00                | 0.00                     | 0.00                 |
| <b>Total Substation:</b>              | <b>24,154.76</b>      | <b>56,427.48</b>    | <b>0.00</b>              | <b>600.00</b>        |
| <b>Distribution System:</b>           |                       |                     |                          |                      |
| Salaries & Supervision                | 45,381.51             | 329,512.11          | 32,448.58                | 301,717.53           |
| System & Shop Supplies                | 184.24                | 661.74              | (46.93)                  | 1,681.03             |
| Small Tools Expense                   | 38.46                 | 5,033.83            | 60.35                    | 1,084.41             |
| GIS Data & Maintenance Exp.           | 76.46                 | 7,383.81            | 76.46                    | 3,789.14             |
| Computer Equip. & Maintenance         | 0.00                  | 0.00                | 0.00                     | 0.00                 |
| Load Control Expense                  | 0.00                  | 0.00                | 0.00                     | 0.00                 |
| Safety Equip., Testing                | 5,613.29              | 13,538.05           | 5,701.76                 | 10,831.70            |
| Education & Safety Training           | 1,220.00              | 2,416.35            | 1,180.00                 | 2,165.00             |
| Outside Services                      | 45.00                 | 90.00               | 24.99                    | 714.99               |
| OH Line Expense                       | 0.00                  | 41.96               | 0.00                     | 2,573.79             |
| UG Line Expense                       | 2,848.67              | 15,131.65           | 3,464.17                 | 14,245.20            |
| St. Lights & Signal Exp.              | 4,880.17              | 6,804.36            | 104.94                   | 551.00               |
| Sec. Light Repair Exp.                | 0.00                  | 1,124.39            | 0.00                     | 1,454.75             |
| Meter Expense                         | 0.00                  | 301.51              | 25.30                    | 749.61               |
| Customer Service Line Repair Exp.     | 413.78                | 2,692.72            | 1,992.19                 | 6,003.36             |
| Customer Owned Service Exp.           | 4,182.24              | 19,086.60           | 13,938.68                | 37,921.20            |
| Transportation Fuel & Oil             | 548.51                | 5,381.58            | 423.33                   | 5,557.90             |
| Vehicle Repair & Maint.               | 0.00                  | 3,058.73            | 2,376.39                 | 4,709.48             |
| Equipment Repair & Maint.             | 73.00                 | 619.14              | 0.00                     | 669.59               |
| Storm Damage                          | 0.00                  | 520.03              | 0.00                     | 827.61               |
| Utilities                             | 1,466.36              | 15,680.98           | 1,275.13                 | 16,403.57            |
| Building & Grounds Maint.             | 0.00                  | 979.47              | 0.00                     | 893.93               |
| Line Maintenance/Trimming             | 0.00                  | 0.00                | 0.00                     | 0.00                 |
| Habitat, Right of Way Expense         | 0.00                  | 0.00                | 0.00                     | 0.00                 |
| Transformer Maintenance               | 0.00                  | 755.62              | 0.00                     | 798.72               |
| Misc. Distribution Exp.               | 5,038.60              | 5,038.60            | 0.00                     | 0.00                 |
| <b>Total Distribution:</b>            | <b>72,010.29</b>      | <b>435,853.23</b>   | <b>63,045.34</b>         | <b>415,343.51</b>    |
| <b>Customer Accts Expenses:</b>       |                       |                     |                          |                      |
| Customer Accts. Salaries              | 17,742.66             | 124,304.91          | 11,223.08                | 106,904.15           |
| Meter Reading Salaries                | 0.00                  | 0.00                | 0.00                     | 0.00                 |
| Postage Expense                       | 1,327.30              | 10,778.17           | 1,359.10                 | 10,450.37            |
| Collection Expense                    | 0.00                  | 89.19               | 0.00                     | 0.00                 |
| Forms & Supplies                      | 437.15                | 2,601.04            | 680.89                   | 2,712.20             |
| Communications Expense                | 420.68                | 4,201.15            | 420.08                   | 4,202.28             |
| Uncollectible Accts. Exp.             | 0.00                  | 0.00                | 0.00                     | 722.37               |
| <b>Total Customer Acct. Expenses:</b> | <b>19,927.79</b>      | <b>141,974.46</b>   | <b>13,683.15</b>         | <b>124,991.37</b>    |

**INCOME STATEMENT-ELECTRIC**

|   | <u>Current Period</u> | <u>Year to Date</u> | <u>Last Year Current</u> | <u>Last Year YTD</u> |
|---|-----------------------|---------------------|--------------------------|----------------------|
| <b>General &amp; Administrative Expenses:</b> |                       |                     |                          |                      |
| Salaries & Supervision                        | 14,044.43             | 96,383.28           | 9,086.93                 | 87,410.14            |
| Newsads, Website, Subscriptions & Promos      | 154.32                | 647.44              | 171.92                   | 1,754.06             |
| Office Supplies, Computer Exp., & Sm. Equip   | 2,227.11              | 32,598.44           | 3,016.97                 | 28,468.87            |
| Communications Expense                        | 288.08                | 3,152.72            | 286.35                   | 3,402.92             |
| Membership Fees & Dues                        | 2,871.75              | 11,703.00           | 0.00                     | 8,846.25             |
| Maint. Contracts, Licenses, & Permits         | 267.86                | 9,036.72            | 267.86                   | 9,133.39             |
| State & Federal Assessments                   | 0.00                  | 2,183.08            | 0.00                     | 2,527.48             |
| Professional Fees                             | 6,387.32              | 39,130.92           | 1,338.00                 | 34,326.86            |
| Outside Services                              | 2,127.13              | 17,860.70           | 1,783.29                 | 16,407.51            |
| Meals, Travel, & Meetings                     | 15.00                 | 8,157.91            | 15.00                    | 8,758.50             |
| Prop. & Liab. Insurance                       | 2,152.25              | 21,522.50           | 2,481.58                 | 24,815.84            |
| Employee Pensions & Benefits                  | 37,838.28             | 345,077.73          | 26,894.83                | 324,798.15           |
| Education & Safety Training                   | 0.00                  | 2,775.60            | 2,268.00                 | 2,268.00             |
| Heat Share Expense                            | 0.00                  | 0.00                | 0.00                     | 0.00                 |
| Sales Tax Expense                             | 108.77                | 1,079.50            | 89.54                    | 7,525.10             |
| Lighting Rebates                              | 4,699.48              | 88,731.74           | 37,521.52                | 78,868.47            |
| Conservation Improvement Exp                  | 0.00                  | 3,272.09            | 0.00                     | 2,573.04             |
| Christmas Lighting Expenses                   | 0.00                  | 0.00                | 0.00                     | 0.00                 |
| Transportation Fuel & Oil                     | 0.00                  | 45.22               | 0.00                     | 41.48                |
| Vehicle Repair & Maint.                       | 0.00                  | 232.15              | 0.00                     | 161.99               |
| Building & Grounds Maint.                     | 21.89                 | 735.56              | 0.00                     | 394.85               |
| Service Territory Expense                     | 900.32                | 8,204.14            | 2,428.50                 | 18,358.50            |
| Misc. G&A Expense                             | 5,113.31              | 6,295.98            | 501.19                   | 2,698.74             |
| <b>Total General &amp; Administrative:</b>    | <b>79,217.30</b>      | <b>698,826.42</b>   | <b>88,151.48</b>         | <b>663,540.14</b>    |
| Depreciation                                  | 60,581.19             | 618,568.73          | 59,000.00                | 590,000.00           |
| <b>TOTAL OPERATING EXPENSES:</b>              | <b>688,568.57</b>     | <b>6,747,439.12</b> | <b>669,181.86</b>        | <b>6,459,606.28</b>  |
| <b>OPERATING INCOME/(LOSS)</b>                | <b>(41,118.67)</b>    | <b>66,325.08</b>    | <b>(11,526.00)</b>       | <b>190,301.09</b>    |
| <b>NONOPERATING REVENUE (EXPENSE)</b>         |                       |                     |                          |                      |
| Interest Income                               | 13,955.65             | 198,231.98          | 18,530.26                | 267,623.49           |
| Change in Fair Value of Investments           | (935.56)              | 6,342.62            | (9,641.10)               | 15,739.24            |
| Misc. Non Oper Income                         | 1,652.52              | 32,339.96           | 7,637.52                 | 26,585.11            |
| Gain/(Loss) Disposal of Property              | 0.00                  | 0.00                | 0.00                     | 0.00                 |
| Gain/(Loss) Sale of Bonds                     | 0.00                  | 0.00                | 0.00                     | 0.00                 |
| Interest Expense                              | (35.09)               | (632.92)            | (47.57)                  | (1,424.82)           |
| Interest on Long Term Debt                    | (22,145.85)           | (223,645.85)        | (22,875.00)              | (230,091.70)         |
| Fines & Penalties                             | 0.00                  | 0.00                | 0.00                     | 0.00                 |
| Amortization of Bond Discount                 | 0.00                  | 0.00                | 0.00                     | 0.00                 |
| General Fund Expense                          | 0.00                  | 0.00                | 0.00                     | 0.00                 |
| <b>Total NonOperating Rev(Exp)</b>            | <b>(7,508.33)</b>     | <b>12,635.79</b>    | <b>(6,395.89)</b>        | <b>78,431.32</b>     |
| <b>NET INCOME/(LOSS)</b>                      | <b>(48,627.00)</b>    | <b>78,960.87</b>    | <b>(17,921.89)</b>       | <b>268,732.41</b>    |

**PRINCETON PUBLIC UTILITIES COMMISSION**  
**UNAUDITED BALANCE SHEET-ELECTRIC DEPARTMENT**  
**October 31, 2025**

**ASSETS**

**CURRENT ASSETS:**

|                                |              |
|--------------------------------|--------------|
| Cash                           | 3,414,554.36 |
| Temp Rate Stab Investments     | 1,290,537.98 |
| Customer Accounts Receivable   | 802,225.72   |
| Other Accounts Receivable      | 46,019.91    |
| Sales Tax Receivable           | 601.87       |
| Accrued Interest Receivable    | 0.00         |
| Inventory                      | 917,033.65   |
| Prepaid Interest               | 0.00         |
| Prepaid Insurance              | 44,722.64    |
| Deferred Outflows of Resources | 93,828.00    |

|                             |                     |
|-----------------------------|---------------------|
| <b>Total Current Assets</b> | <b>6,609,524.13</b> |
|-----------------------------|---------------------|

**RESTRICTED ASSETS:**

|                           |                     |
|---------------------------|---------------------|
| Construction in Progress  | 1,186,881.98        |
| MCMU Construction Fund    | 0.00                |
| Reserve Fund              | 493,125.00          |
| MCMU Reserve Fund         | 0.00                |
| Debt Service Fund         | 156,312.50          |
| Capital Improvements Fund | <u>1,749,942.55</u> |

|                                |                     |
|--------------------------------|---------------------|
| <b>Total Restricted Assets</b> | <b>3,586,262.03</b> |
|--------------------------------|---------------------|

**FIXED ASSETS:**

|                                |                   |                        |
|--------------------------------|-------------------|------------------------|
| Land & Land Improvements       | 273,683.84        |                        |
| Buildings                      | 1,974,317.88      |                        |
| Generation Plant               | 6,117,286.73      |                        |
| Substations                    | 3,860,851.61      |                        |
| Distribution System            | 12,725,917.22     |                        |
| Street Lights & Signals        | 378,411.18        |                        |
| Trucks & Vehicles              | 800,087.48        |                        |
| Office Furniture & Equipment   | 169,123.82        |                        |
| Tools, Shop & Garage Equipment | 120,418.96        |                        |
| Miscellaneous Equipment        | <u>380,414.72</u> | 26,800,513.44          |
| Less: Accumulated Depreciation |                   | <u>(16,505,311.91)</u> |

|                           |                             |
|---------------------------|-----------------------------|
| <b>Total Fixed Assets</b> | <b><u>10,295,201.53</u></b> |
|---------------------------|-----------------------------|

|                     |                                    |
|---------------------|------------------------------------|
| <b>TOTAL ASSETS</b> | <b><u><u>20,490,987.69</u></u></b> |
|---------------------|------------------------------------|

**PRINCETON PUBLIC UTILITIES COMMISSION**  
**UNAUDITED BALANCE SHEET-ELECTRIC DEPARTMENT**  
**October 31, 2025**

**LIABILITIES AND FUND EQUITY**

**CURRENT LIABILITIES**

|                                  |            |                     |
|----------------------------------|------------|---------------------|
| Accounts Payable                 | 692,594.29 |                     |
| Employee Insurance Payable       | (3,962.54) |                     |
| Employee Savings & Taxes Payable | 0.00       |                     |
| Heat Share Payable               | 0.00       |                     |
| Sewer Payable                    | 141,842.50 |                     |
| City Franchise Fee               | 7,466.50   |                     |
| Wind Power                       | 0.00       |                     |
| Garbage Collections Payable      | 588.46     |                     |
| Customer Meter Deposits          | 256,760.91 |                     |
| Sales Tax Payable                | 65,652.86  |                     |
| Accrued Interest Payable         | 22,145.85  |                     |
| Severance Payable                | 0.00       |                     |
| Current Bonds Payable            | 230,000.00 |                     |
| Accrued Wages Payable            | 0.00       |                     |
| Deferred Revenue                 | 0.00       |                     |
| Deferred Solar                   | 2,907.29   |                     |
| Net Pension Liability            | 360,093.00 |                     |
| Deferred Inflows of Resources    | 334,024.00 |                     |
| <b>Total Current Liabilities</b> |            | <b>2,110,113.12</b> |

**NONCURRENT LIABILITIES:**

|                                     |                    |                            |
|-------------------------------------|--------------------|----------------------------|
| Contracts Payable                   |                    | 0.00                       |
| Revenue Bonds Payable               | 6,020,000.00       |                            |
| Less: Unamortized Bond Discount     | <u>(53,902.20)</u> | 6,073,902.20               |
| Deferred Rate Stabilization         |                    | <u>1,290,537.98</u>        |
| <b>Total NonCurrent Liabilities</b> |                    | <b><u>7,364,440.18</u></b> |

**TOTAL LIABILITIES**

**9,474,553.30**

**FUND EQUITY**

|                                       |                  |                                    |
|---------------------------------------|------------------|------------------------------------|
| Unappropriated Retained Earnings      | 10,937,473.52    |                                    |
| Net Income (Loss)                     | <u>78,960.87</u> |                                    |
| <b>Total Equity</b>                   |                  | <b><u>11,016,434.39</u></b>        |
| <b>TOTAL LIABILITIES &amp; EQUITY</b> |                  | <b><u><u>20,490,987.69</u></u></b> |

# Trial Balance

## PRINCETON PUBLIC UTILITIES

| Account      | Type        | Description                    | Beginning Balance | Debit      | Credit     | Net Change  | Ending Balance  |
|--------------|-------------|--------------------------------|-------------------|------------|------------|-------------|-----------------|
| 64-0001-1071 | Asset       | CONSTRUCTION IN PROGRESS       | 1,186,881.98      |            |            |             | 1,186,881.98    |
| 64-0001-1073 | Asset       | MCMU CONSTRUCTION FUND         |                   |            |            |             | 0.00            |
| 64-0001-1251 | Asset       | RESERVE FUND                   | 493,125.00        |            |            |             | 493,125.00      |
| 64-0001-1252 | Asset       | DEBT SERVICE FUND              | 114,999.98        | 41,312.52  |            | 41,312.52   | 156,312.50      |
| 64-0001-1255 | Asset       | MCMU RESERVE FUND              |                   |            |            |             | 0.00            |
| 64-0001-1291 | Asset       | CAPITAL IMPROVEMENTS FUND      | 1,736,811.12      | 13,131.43  |            | 13,131.43   | 1,749,942.55    |
| 64-0001-1301 | Asset       | PETTY CASH                     | 300.00            |            |            |             | 300.00          |
| 64-0001-1302 | Asset       | CASH ON HAND                   | 1,835.00          |            |            |             | 1,835.00        |
| 64-0001-1311 | Asset       | CASH ON DEPOSIT CHECKING       | 3,501,046.72      | 870,999.53 | 959,626.89 | (88,627.36) | 3,412,419.36    |
| 64-0001-1361 | Asset       | TEMP RATE STAB INVESTMENT      | 1,269,388.29      | 21,149.69  |            | 21,149.69   | 1,290,537.98    |
| 64-0001-1421 | Asset       | CUSTOMER ACCOUNTS RECEIVABLE   | 794,112.42        | 792,465.32 | 784,352.02 | 8,113.30    | 802,225.72      |
| 64-0001-1431 | Asset       | OTHER ACCOUNTS RECEIVABLE      | 66,216.94         | 46,019.14  | 66,216.17  | (20,197.03) | 46,019.91       |
| 64-0001-1432 | Asset       | SALES TAX RECEIVABLE           | 601.87            |            |            |             | 601.87          |
| 64-0001-1512 | Asset       | PLANT MATERIALS & SUPPLIES     | 940,075.69        | 4,352.07   | 27,394.11  | (23,042.04) | 917,033.65      |
| 64-0001-1520 | Fixed Asset | GENERATION PLANT               | 6,117,286.73      |            |            |             | 6,117,286.73    |
| 64-0001-1525 | Fixed Asset | SUBSTATIONS                    | 3,860,851.61      |            |            |             | 3,860,851.61    |
| 64-0001-1530 | Fixed Asset | DISTRIBUTION SYSTEM            | 12,677,645.66     | 48,271.56  |            | 48,271.56   | 12,725,917.22   |
| 64-0001-1531 | Fixed Asset | STREET LIGHTS & SIGNALS        | 378,411.18        |            |            |             | 378,411.18      |
| 64-0001-1540 | Fixed Asset | LAND & LAND IMPROVEMENTS       | 273,683.84        |            |            |             | 273,683.84      |
| 64-0001-1550 | Fixed Asset | BUILDINGS                      | 1,971,291.88      | 3,026.00   |            | 3,026.00    | 1,974,317.88    |
| 64-0001-1560 | Fixed Asset | OFFICE FURNITURE & EQUIPMENT   | 169,123.82        |            |            |             | 169,123.82      |
| 64-0001-1571 | Fixed Asset | TRUCKS & VEHICLES              | 741,304.98        | 58,782.50  |            | 58,782.50   | 800,087.48      |
| 64-0001-1580 | Fixed Asset | TOOLS, SHOP & GARAGE EQUIP.    | 120,418.96        |            |            |             | 120,418.96      |
| 64-0001-1590 | Fixed Asset | MISCELLANEOUS EQUIPMENT        | 380,414.72        |            |            |             | 380,414.72      |
| 64-0001-1651 | Asset       | PREPAID INTEREST               |                   |            |            |             | 0.00            |
| 64-0001-1652 | Asset       | PREPAID INSURANCE              | 61,717.46         |            | 16,994.82  | (16,994.82) | 44,722.64       |
| 64-0001-1710 | Fixed Asset | ACCUMULATED DEPRECIATION       | (16,444,730.72)   |            | 60,581.19  | (60,581.19) | (16,505,311.91) |
| 64-0001-1711 | Asset       | ACCRUED INTEREST RECEIVABLE    |                   |            |            |             | 0.00            |
| 64-0001-1712 | Asset       | DEFERRED OUTFLOWS OF RESOURCES | 93,828.00         |            |            |             | 93,828.00       |
| 64-0001-2160 | Equity      | CONTRIBUTED                    |                   |            |            |             | 0.00            |
| 64-0001-2161 | Equity      | BALANCE FROM INCOME STATEMENT  |                   |            |            |             | 0.00            |
| 64-0001-2162 | Equity      | UNAPPROPRIATED EARNINGS (END)  | (10,937,473.52)   |            |            |             | (10,937,473.52) |
| 64-0001-2211 | Liability   | REVENUE BONDS PAYABLE          | (6,020,000.00)    |            |            |             | (6,020,000.00)  |
| 64-0001-2261 | Asset       | UNAMORTIZED BOND DISCOUNT      | (53,902.20)       |            |            |             | (53,902.20)     |
| 64-0001-2281 | Liability   | SEVERANCE PAYABLE              |                   |            |            |             | 0.00            |
| 64-0001-2311 | Liability   | CONTRACTS PAYABLE              |                   |            |            |             | 0.00            |
| 64-0001-2315 | Liability   | CURRENT BONDS PAYABLE          | (230,000.00)      |            |            |             | (230,000.00)    |
| 64-0001-2321 | Liability   | ACCOUNTS PAYABLE               | (680,759.81)      | 799,043.87 | 810,878.35 | (11,834.48) | (692,594.29)    |
| 64-0001-2322 | Liability   | EMPLOYEE DEDUCTIONS PAYABLE    | 5,213.82          | 3,253.19   | 4,504.47   | (1,251.28)  | 3,962.54        |
| 64-0001-2324 | Liability   | ACCRUED WAGES & TAXES          |                   |            |            |             | 0.00            |
| 64-0001-2325 | Liability   | EMPLOYEE HEALTH SAVINGS PAY    |                   | 3,758.82   | 3,758.82   |             | 0.00            |
| 64-0001-2340 | Liability   | HEAT SHARE PAYABLE             |                   |            |            |             | 0.00            |

# Trial Balance

## PRINCETON PUBLIC UTILITIES

| Account      | Type      | Description                    | Beginning Balance | Debit      | Credit     | Net Change   | Ending Balance |
|--------------|-----------|--------------------------------|-------------------|------------|------------|--------------|----------------|
| 64-0001-2341 | Liability | SEWER COLLECTIONS PAYABLE      | (140,562.95)      | 140,657.44 | 141,936.99 | (1,279.55)   | (141,842.50)   |
| 64-0001-2343 | Liability | CITY PRINCETON FRANCHISE FEE   | (22,329.00)       | 22,329.00  | 7,466.50   | 14,862.50    | (7,466.50)     |
| 64-0001-2344 | Liability | GARBAGE COLLECTIONS PAYABLE    | (588.46)          |            |            |              | (588.46)       |
| 64-0001-2351 | Liability | CUSTOMER METER DEPOSITS        | (257,165.94)      | 2,451.13   | 2,046.10   | 405.03       | (256,760.91)   |
| 64-0001-2361 | Liability | MN STATE SALES TAX PAYABLE     | (69,976.43)       | 38,529.27  | 29,738.19  | 8,791.08     | (61,185.35)    |
| 64-0001-2363 | Liability | MLC LOCAL SALES TAX PAYABLE    | (4,522.96)        | 2,502.85   | 1,909.80   | 593.05       | (3,929.91)     |
| 64-0001-2365 | Liability | SHERBURNE CTY LOCAL TAX PAY    | (575.23)          | 301.97     | 264.34     | 37.63        | (537.60)       |
| 64-0001-2371 | Liability | ACCRUED INTEREST PAYABLE       |                   |            | 22,145.85  | (22,145.85)  | (22,145.85)    |
| 64-0001-2421 | Liability | FEDERAL WITHHOLDING TAX        |                   | 13,596.48  | 13,596.48  |              | 0.00           |
| 64-0001-2422 | Liability | STATE WITHHOLDING TAX          |                   | 5,499.62   | 5,499.62   |              | 0.00           |
| 64-0001-2423 | Liability | F.I.C.A. PAYABLE               |                   | 8,022.82   | 8,022.82   |              | 0.00           |
| 64-0001-2424 | Liability | PERA PAYABLE                   |                   | 8,864.28   | 8,864.28   |              | 0.00           |
| 64-0001-2426 | Liability | MEDICARE WITHHOLDING           |                   | 1,876.30   | 1,876.30   |              | 0.00           |
| 64-0001-2428 | Liability | DEFERRED RATE STABILIZATION    | (1,269,388.29)    |            | 21,149.69  | (21,149.69)  | (1,290,537.98) |
| 64-0001-2429 | Liability | DEFERRED REVENUE               |                   |            |            |              | 0.00           |
| 64-0001-2430 | Liability | NET PENSION LIABILITY          | (360,093.00)      |            |            |              | (360,093.00)   |
| 64-0001-2431 | Liability | DEFERRED INFLOWS OF RESOURCES  | (334,024.00)      |            |            |              | (334,024.00)   |
| 64-0001-2432 | Liability | DEFERRED SOLAR                 | (2,907.29)        |            |            |              | (2,907.29)     |
| 64-0403-4031 | Expense   | DEPRECIATION EXPENSE           | 557,987.54        | 60,581.19  |            | 60,581.19    | 618,568.73     |
| 64-0419-4191 | Expense   | INTEREST EXPENSE               |                   |            |            |              | 0.00           |
| 64-0419-4192 | Expense   | INTEREST PAID ON METER DEPOSIT | 597.83            | 35.09      |            | 35.09        | 632.92         |
| 64-0419-4290 | Revenue   | INTEREST INCOME                | (184,276.33)      |            | 13,955.65  | (13,955.65)  | (198,231.98)   |
| 64-0419-4295 | Revenue   | CHANGE IN FAIR VALUE OF INVEST | (7,278.18)        | 935.56     |            | 935.56       | (6,342.62)     |
| 64-0421-4210 | Revenue   | MISC. NON OPERATING INCOME     | (30,687.44)       |            | 1,652.52   | (1,652.52)   | (32,339.96)    |
| 64-0421-4211 | Revenue   | GAIN/LOSS ON DISPOSAL OF ASSET |                   |            |            |              | 0.00           |
| 64-0424-4264 | Revenue   | GAIN OR LOSS RESALE OF BONDS   |                   |            |            |              | 0.00           |
| 64-0426-4263 | Expense   | FINES & PENALTIES              |                   |            |            |              | 0.00           |
| 64-0427-4271 | Expense   | INTEREST ON LONG TERM DEBT     | 201,500.00        | 22,145.85  |            | 22,145.85    | 223,645.85     |
| 64-0428-4281 | Expense   | AMORTIZATION OF BOND DISCOUNT  |                   |            |            |              | 0.00           |
| 64-0440-4401 | Revenue   | RESIDENTIAL SALES              | (2,032,055.87)    |            | 210,961.39 | (210,961.39) | (2,243,017.26) |
| 64-0440-4402 | Revenue   | SECURITY LIGHTS                | (16,126.32)       |            | 1,788.70   | (1,788.70)   | (17,915.02)    |
| 64-0440-4405 | Revenue   | SERVICE LINE REPAIR FEE        | (16,341.00)       |            | 1,835.00   | (1,835.00)   | (18,176.00)    |
| 64-0440-4410 | Revenue   | RESIDENTIAL ECA                | (22.71)           |            |            |              | (22.71)        |
| 64-0440-4411 | Revenue   | INTERMEDIATE POWER ECA         |                   |            |            |              | 0.00           |
| 64-0440-4412 | Revenue   | SMALL GENERAL ECA              | (2.54)            |            |            |              | (2.54)         |
| 64-0440-4413 | Revenue   | LARGE GENERAL ECA              |                   |            |            |              | 0.00           |
| 64-0440-4414 | Revenue   | LARGE POWER ECA                |                   |            |            |              | 0.00           |
| 64-0440-4419 | Revenue   | INTERMEDIATE POWER SERVICE     | (778,577.64)      |            | 94,444.80  | (94,444.80)  | (873,022.44)   |
| 64-0440-4420 | Revenue   | SMALL GENERAL SERVICE          | (523,125.06)      |            | 54,068.16  | (54,068.16)  | (577,193.22)   |
| 64-0440-4422 | Revenue   | LARGE GENERAL SERVICE          | (1,044,867.27)    |            | 115,475.70 | (115,475.70) | (1,160,342.97) |
| 64-0440-4423 | Revenue   | LARGE POWER SERVICE            | (979,251.97)      |            | 116,361.84 | (116,361.84) | (1,095,613.81) |
| 64-0440-4425 | Revenue   | RESIDENTIAL SOLAR CREDIT       |                   |            |            |              | 0.00           |

# Trial Balance

## PRINCETON PUBLIC UTILITIES

| Account      | Type    | Description                    | Beginning Balance | Debit      | Credit    | Net Change  | Ending Balance |
|--------------|---------|--------------------------------|-------------------|------------|-----------|-------------|----------------|
| 64-0440-4426 | Revenue | SMALL GENERAL SOLAR CREDIT     | 239.33            | 23.56      |           | 23.56       | 262.89         |
| 64-0440-4427 | Revenue | LARGE GEN/POWER SOLAR CREDIT   | 631.34            | 64.00      |           | 64.00       | 695.34         |
| 64-0440-4435 | Revenue | STREET LIGHT FEES              | (23,843.00)       |            | 2,724.00  | (2,724.00)  | (26,567.00)    |
| 64-0440-4493 | Revenue | RATE STABILIZATION REVENUE     | (64,734.71)       | 21,149.69  |           | 21,149.69   | (43,585.02)    |
| 64-0450-4501 | Revenue | LATE CHARGES                   | (38,128.90)       | 546.53     | 4,443.40  | (3,896.87)  | (42,025.77)    |
| 64-0450-4502 | Revenue | HOOK-UP & NSF CHECK CHARGES    | (7,750.00)        |            | 1,450.00  | (1,450.00)  | (9,200.00)     |
| 64-0450-4503 | Revenue | CONNECTION FEE                 | (37,825.00)       |            |           |             | (37,825.00)    |
| 64-0450-4504 | Revenue | CONSTRUCTION FEES              | (43,590.40)       |            |           |             | (43,590.40)    |
| 64-0450-4506 | Revenue | SOLAR SUBSCRIPTIONS            | (1,325.16)        |            |           |             | (1,325.16)     |
| 64-0450-4550 | Revenue | OPERATING & MAINTENANCE        | (340,244.15)      |            | 31,420.15 | (31,420.15) | (371,664.30)   |
| 64-0450-4561 | Revenue | QUICK START DIESEL PAYMENT     | (130,680.00)      |            | 14,520.00 | (14,520.00) | (145,200.00)   |
| 64-0450-4563 | Revenue | OTHER OPERATING REVENUE        | (88,693.27)       |            | 15,154.14 | (15,154.14) | (103,847.41)   |
| 64-0450-4564 | Revenue | POLE ATTACHMENT FEE            |                   |            |           |             | 0.00           |
| 64-0450-4565 | Revenue | MERCHANDISE SALES              |                   |            | 4,586.40  | (4,586.40)  | (4,586.40)     |
| 64-0540-5461 | Expense | PRODUCTION PLANT SALARIES      | 150,332.07        | 22,358.98  |           | 22,358.98   | 172,691.05     |
| 64-0540-5472 | Expense | NATURAL GAS                    | 14,056.91         | 891.81     |           | 891.81      | 14,948.72      |
| 64-0540-5481 | Expense | LUBE OIL & LUBRICANTS          |                   | 218.99     |           | 218.99      | 218.99         |
| 64-0540-5482 | Expense | CHEMICALS                      | 2,217.93          | 500.00     |           | 500.00      | 2,717.93       |
| 64-0540-5501 | Expense | PRODUCTION SUPPLIES            | 1,303.95          | 129.88     |           | 129.88      | 1,433.83       |
| 64-0540-5505 | Expense | PLANT SHOP SUPPLIES            | 608.54            | 493.13     |           | 493.13      | 1,101.67       |
| 64-0540-5510 | Expense | SAFETY EQUIPMENT               | 704.40            |            |           |             | 704.40         |
| 64-0540-5511 | Expense | COMMUNICATIONS EXPENSE         | 412.32            | 45.97      |           | 45.97       | 458.29         |
| 64-0540-5512 | Expense | COMPUTER, AUDIO & SCADA EQUIP  | 360.09            | 40.01      |           | 40.01       | 400.10         |
| 64-0540-5513 | Expense | SMALL TOOLS EXPENSE            | 89.74             |            |           |             | 89.74          |
| 64-0540-5514 | Expense | EDUCATION & SAFETY TRAINING    | 1,775.24          |            |           |             | 1,775.24       |
| 64-0540-5515 | Expense | OUTSIDE SERVICES               | 3,954.00          | 45.00      |           | 45.00       | 3,999.00       |
| 64-0540-5516 | Expense | BOILER & MACHINERY INSURANCE   | 95,735.33         | 10,733.00  |           | 10,733.00   | 106,468.33     |
| 64-0540-5517 | Expense | PROP & LIAB INSURANCE          | 29,896.51         | 3,321.83   |           | 3,321.83    | 33,218.34      |
| 64-0540-5541 | Expense | EQUIPMENT REPAIRS              | 6,924.25          | 17.32      |           | 17.32       | 6,941.57       |
| 64-0540-5882 | Expense | TRANSPORTATION FUEL & OIL      |                   |            |           |             | 0.00           |
| 64-0540-5883 | Expense | VEHICLE REPAIR & EXPENSE       |                   |            |           |             | 0.00           |
| 64-0550-5531 | Expense | BUILDING & GROUNDS MAINTENANCE | 2,547.76          | 142.84     |           | 142.84      | 2,690.60       |
| 64-0550-5542 | Expense | EQUIP MAINT,SERV AGREE, INSPEC | 1,995.09          | 763.43     |           | 763.43      | 2,758.52       |
| 64-0550-5551 | Expense | PURCHASED POWER                | 4,050,197.43      | 392,975.05 |           | 392,975.05  | 4,443,172.48   |
| 64-0550-5571 | Expense | MISCELLANEOUS PLANT EXPENSE    |                   |            |           |             | 0.00           |
| 64-0560-5531 | Expense | BUILDING & GROUNDS MAINTENANCE | 157.63            | 127.20     |           | 127.20      | 284.83         |
| 64-0560-5541 | Expense | EQUIPMENT REPAIRS              |                   | 42.56      |           | 42.56       | 42.56          |
| 64-0560-5542 | Expense | EQUIP MAINT,SERV AGREE, INSPEC | 32,115.09         | 23,985.00  |           | 23,985.00   | 56,100.09      |
| 64-0560-5888 | Expense | UTILITIES                      |                   |            |           |             | 0.00           |
| 64-0580-5801 | Expense | DISTRIBUTION SALARIES          | 284,130.60        | 45,381.51  |           | 45,381.51   | 329,512.11     |
| 64-0580-5811 | Expense | SYSTEM & SHOP SUPPLIES         | 477.50            | 184.24     |           | 184.24      | 661.74         |
| 64-0580-5812 | Expense | SAFETY EQUIP,RUBBER GOODS,TEST | 7,924.76          | 5,613.29   |           | 5,613.29    | 13,538.05      |

# Trial Balance

## PRINCETON PUBLIC UTILITIES

| Account      | Type    | Description                    | Beginning Balance | Debit     | Credit | Net Change | Ending Balance |
|--------------|---------|--------------------------------|-------------------|-----------|--------|------------|----------------|
| 64-0580-5813 | Expense | SMALL TOOLS EXPENSE            | 4,995.37          | 38.46     |        | 38.46      | 5,033.83       |
| 64-0580-5814 | Expense | EDUCATION & SAFETY TRAINING    | 1,196.35          | 1,220.00  |        | 1,220.00   | 2,416.35       |
| 64-0580-5815 | Expense | OUTSIDE SERVICES               | 45.00             | 45.00     |        | 45.00      | 90.00          |
| 64-0580-5816 | Expense | GIS DATA & MAINTENANCE EXP.    | 7,307.35          | 76.46     |        | 76.46      | 7,383.81       |
| 64-0580-5817 | Expense | COMPUTER EQUIP. & MAINT. EXP.  |                   |           |        |            | 0.00           |
| 64-0580-5821 | Expense | LOAD CONTROL EXPENSE           |                   |           |        |            | 0.00           |
| 64-0580-5831 | Expense | OVERHEAD LINE EXPENSE          | 41.96             |           |        |            | 41.96          |
| 64-0580-5841 | Expense | UNDERGROUND LINE EXPENSE       | 12,282.98         | 2,848.67  |        | 2,848.67   | 15,131.65      |
| 64-0580-5851 | Expense | STREET LIGHTS & SIGNAL EXP.    | 1,924.19          | 4,880.17  |        | 4,880.17   | 6,804.36       |
| 64-0580-5852 | Expense | SEC. LIGHT REPAIR EXPENSE      | 1,124.39          |           |        |            | 1,124.39       |
| 64-0580-5862 | Expense | METER EXPENSE                  | 301.51            |           |        |            | 301.51         |
| 64-0580-5870 | Expense | CUSTOMER SERVICE LINE REPAIR   | 2,278.94          | 738.78    | 325.00 | 413.78     | 2,692.72       |
| 64-0580-5871 | Expense | CUSTOMER OWNED SERVICE EXP.    | 14,904.36         | 4,182.24  |        | 4,182.24   | 19,086.60      |
| 64-0580-5881 | Expense | MISC. DISTRIBUTION EXPENSE     |                   | 5,038.60  |        | 5,038.60   | 5,038.60       |
| 64-0580-5882 | Expense | TRANSPORTATION FUEL & OIL      | 4,833.07          | 548.51    |        | 548.51     | 5,381.58       |
| 64-0580-5883 | Expense | VEHICLE REPAIR & EXPENSE       | 3,058.73          |           |        |            | 3,058.73       |
| 64-0580-5886 | Expense | EQUIPMENT REPAIR & EXPENSE     | 546.14            | 73.00     |        | 73.00      | 619.14         |
| 64-0580-5887 | Expense | STORM DAMAGE                   | 520.03            |           |        |            | 520.03         |
| 64-0580-5888 | Expense | UTILITIES                      | 14,214.62         | 1,466.36  |        | 1,466.36   | 15,680.98      |
| 64-0590-5921 | Expense | BUILDING & GROUNDS MAINTENANCE | 979.47            |           |        |            | 979.47         |
| 64-0590-5941 | Expense | LINE MAINTENANCE TRIMMING      |                   |           |        |            | 0.00           |
| 64-0590-5945 | Expense | HABITAT, RIGHT OF WAY EXPENSE  |                   |           |        |            | 0.00           |
| 64-0590-5951 | Expense | MAINTENANCE OF TRANSFORMERS    | 755.62            |           |        |            | 755.62         |
| 64-0902-9021 | Expense | METER READING SALARIES         |                   |           |        |            | 0.00           |
| 64-0903-9031 | Expense | CUSTOMER ACCOUNTS SALARIES     | 106,562.25        | 17,742.66 |        | 17,742.66  | 124,304.91     |
| 64-0903-9032 | Expense | POSTAGE EXPENSE                | 9,450.87          | 1,327.30  |        | 1,327.30   | 10,778.17      |
| 64-0903-9033 | Expense | COLLECTION EXPENSE             | 89.19             |           |        |            | 89.19          |
| 64-0903-9034 | Expense | FORMS & SUPPLIES               | 221.59            |           |        |            | 221.59         |
| 64-0903-9035 | Expense | COMMUNICATIONS EXPENSE         | 3,780.47          | 420.68    |        | 420.68     | 4,201.15       |
| 64-0903-9036 | Expense | MISC. SUPPLIES & STATIONERY    | 1,942.30          | 437.15    |        | 437.15     | 2,379.45       |
| 64-0904-9004 | Expense | UNCOLLECTIBLE ACCOUNTS         |                   |           |        |            | 0.00           |
| 64-0920-9201 | Expense | GENERAL & ADMIN. SALARIES      | 82,338.85         | 14,044.43 |        | 14,044.43  | 96,383.28      |
| 64-0921-9210 | Expense | NEWSADS & PROMOTIONS           | 219.20            | 93.98     |        | 93.98      | 313.18         |
| 64-0921-9211 | Expense | COMPUTER SUPPLIES & LABOR      | 29,131.31         | 2,327.38  | 171.79 | 2,155.59   | 31,286.90      |
| 64-0921-9212 | Expense | WEBSITE, BOOKS & SUBSCRIPTIONS | 273.92            | 60.34     |        | 60.34      | 334.26         |
| 64-0921-9213 | Expense | COMMUNICATIONS EXPENSE         | 2,864.64          | 288.08    |        | 288.08     | 3,152.72       |
| 64-0921-9214 | Expense | MEMBERSHIP FEES & DUES         | 8,831.25          | 2,871.75  |        | 2,871.75   | 11,703.00      |
| 64-0921-9215 | Expense | SUPPLIES & EXPENSES            | 700.31            | 71.52     |        | 71.52      | 771.83         |
| 64-0921-9216 | Expense | MEALS, TRAVEL, MEETINGS        | 8,142.91          | 15.00     |        | 15.00      | 8,157.91       |
| 64-0921-9217 | Expense | MAINTENANCE CONTRACTS & LEASES | 8,768.86          | 267.86    |        | 267.86     | 9,036.72       |
| 64-0921-9218 | Expense | LICENSES & PERMITS             |                   |           |        |            | 0.00           |
| 64-0921-9219 | Expense | STATE & FED ASSESS./REQUIRE.   | 2,183.08          |           |        |            | 2,183.08       |

# Trial Balance

## PRINCETON PUBLIC UTILITIES

| Account      | Type    | Description                    | Beginning Balance | Debit        | Credit       | Net Change | Ending Balance |
|--------------|---------|--------------------------------|-------------------|--------------|--------------|------------|----------------|
| 64-0921-9220 | Expense | SMALL OFFICE EQUIPMENT         | 539.71            |              |              |            | 539.71         |
| 64-0923-9231 | Expense | ATTORNEY/LEGAL EXPENSES        | 6,503.28          | 432.00       |              | 432.00     | 6,935.28       |
| 64-0923-9232 | Expense | AUDITOR EXPENSE                | 12,222.00         |              |              |            | 12,222.00      |
| 64-0923-9233 | Expense | ENGINEERING & CONSULTANTS      | 14,018.32         | 5,955.32     |              | 5,955.32   | 19,973.64      |
| 64-0923-9234 | Expense | OUTSIDE SERVICES               | 14,749.03         | 2,036.51     |              | 2,036.51   | 16,785.54      |
| 64-0923-9235 | Expense | CLEANING SERVICES              | 984.54            | 90.62        |              | 90.62      | 1,075.16       |
| 64-0923-9236 | Expense | BUILDING & GROUNDS MAINTENANCE | 713.67            | 21.89        |              | 21.89      | 735.56         |
| 64-0924-9241 | Expense | PROPERTY & LIABILITY EXPENSE   | 19,370.25         | 2,152.25     |              | 2,152.25   | 21,522.50      |
| 64-0925-9251 | Expense | WORKMANS COMP. INSURANCE       | 7,785.90          | 787.74       |              | 787.74     | 8,573.64       |
| 64-0926-9260 | Expense | FICA INSURANCE                 | 36,482.79         | 6,041.57     |              | 6,041.57   | 42,524.36      |
| 64-0926-9261 | Expense | PERA EXPENSE                   | 46,628.10         | 7,668.87     |              | 7,668.87   | 54,296.97      |
| 64-0926-9262 | Expense | EMPLOYEE HOSPITALIZATION EXP.  | 201,764.53        | 21,125.12    |              | 21,125.12  | 222,889.65     |
| 64-0926-9263 | Expense | EMPL LIFE & DISABILITY INS.    | 6,045.79          | 802.01       |              | 802.01     | 6,847.80       |
| 64-0926-9264 | Expense | EDUCATION & SAFETY TRAINING    | 2,775.60          |              |              |            | 2,775.60       |
| 64-0926-9265 | Expense | MEDICARE EXPENSE               | 8,532.34          | 1,412.97     |              | 1,412.97   | 9,945.31       |
| 64-0926-9266 | Expense | UNEMPLOYMENT EXPENSE           |                   |              |              |            | 0.00           |
| 64-0926-9267 | Expense | HEAT SHARE EXPENSE             |                   |              |              |            | 0.00           |
| 64-0930-9302 | Expense | MISCELLANEOUS GENERAL EXPENSE  | 1,182.67          | 5,113.31     |              | 5,113.31   | 6,295.98       |
| 64-0930-9303 | Expense | SERVICE TERRITORY EXPENSE      | 7,303.82          | 900.32       |              | 900.32     | 8,204.14       |
| 64-0930-9304 | Expense | GENERAL FUND EXPENSE           |                   |              |              |            | 0.00           |
| 64-0930-9306 | Expense | SALES TAX EXPENSE              | 970.73            | 108.77       |              | 108.77     | 1,079.50       |
| 64-0930-9307 | Expense | COMMERCIAL REBATES             | 81,907.26         | 4,597.56     |              | 4,597.56   | 86,504.82      |
| 64-0930-9308 | Expense | CONSERVATION IMPROVEMENT EXP   | 3,272.09          |              |              |            | 3,272.09       |
| 64-0930-9309 | Expense | RESIDENTIAL REBATES            | 2,125.00          | 101.92       |              | 101.92     | 2,226.92       |
| 64-0930-9311 | Expense | CHRISTIMAS LIGHTING EXPENSE    |                   |              |              |            | 0.00           |
| 64-0933-9034 | Expense | FORMS & SUPPLIES               |                   |              |              |            | 0.00           |
| 64-0933-9330 | Expense | TRANSPORTATION FUEL & LUBE     | 45.22             |              |              |            | 45.22          |
| 64-0933-9331 | Expense | TRANSPORTATION REPAIRS & MAINT | 232.15            |              |              |            | 232.15         |
|              |         |                                | 0.00              | 3,684,162.44 | 3,684,162.44 | 0.00       | 0.00           |

Report Setup  
 Sort By:  
 Includes only active accounts  
 Includes accounts from 64-0001-1071 to 64-0940-9402  
 Printed for 10/1/2025 to 10/31/2025  
 Printed for all sources.

**PRINCETON PUBLIC UTILITIES COMMISSION**  
**UNAUDITED INCOME STATEMENT-WATER DEPARTMENT**  
**FOR MONTH ENDING: OCTOBER 31, 2025**

|                                   | <u>Current Period</u> | <u>Year to Date</u> | <u>Last Year</u><br><u>Current</u> | <u>Last Year YTD</u> |
|-----------------------------------|-----------------------|---------------------|------------------------------------|----------------------|
| <b>OPERATING REVENUE:</b>         |                       |                     |                                    |                      |
| Residential Sales                 | 53,940.50             | 547,582.23          | 59,364.90                          | 534,716.35           |
| Commercial Sales                  | 40,655.29             | 306,561.07          | 42,080.19                          | 305,964.40           |
| Industrial Sales                  | 10,731.54             | 92,223.32           | 8,621.76                           | 92,092.32            |
| Non Metered Sales                 | 1,071.00              | 8,347.50            | 1,176.00                           | 11,392.50            |
| Service Line Repair Fee           | 1,539.00              | 15,265.00           | 1,510.00                           | 15,066.00            |
| Late Charges                      | 693.38                | 7,147.88            | 615.79                             | 7,790.55             |
| Rent/Lease Income                 | 8,600.00              | 41,975.55           | 0.00                               | 41,975.55            |
| Availability/Connection Fees      | 8,645.21              | 16,645.21           | 14,000.00                          | 44,000.00            |
| Construction Fees                 | 0.00                  | 0.00                | 0.00                               | 0.00                 |
| Trunk Facilities Fees             | 0.00                  | 104,343.00          | 0.00                               | 25,266.36            |
| Operating Transfers               | 0.00                  | 0.00                | 0.00                               | 0.00                 |
| Merchandise Sales                 | 463.96                | 7,265.76            | 4,017.20                           | 22,841.71            |
| Other Operating Revenue           | 120.00                | 2,120.00            | 150.00                             | 6,325.00             |
| <b>TOTAL OPERATING REVENUE:</b>   | <b>126,459.88</b>     | <b>1,149,476.52</b> | <b>131,535.84</b>                  | <b>1,107,430.74</b>  |
| <b>OPERATING EXPENSES:</b>        |                       |                     |                                    |                      |
| <b>Production Plant:</b>          |                       |                     |                                    |                      |
| Salaries & Supervision            | 7,745.72              | 54,799.06           | 2,899.77                           | 45,991.31            |
| Power for Pumping                 | 2,784.75              | 28,143.44           | 2,634.24                           | 25,749.45            |
| Natural Gas                       | 228.66                | 6,247.86            | 465.74                             | 6,387.68             |
| Utilities & Generator Expense     | 0.00                  | 0.00                | 0.00                               | 0.00                 |
| Lube Oil & Lubricants             | 0.00                  | 0.00                | 0.00                               | 0.00                 |
| Chemicals                         | 8,136.11              | 30,619.25           | 5,446.26                           | 28,138.88            |
| Water Testing                     | 626.66                | 3,067.49            | 85.26                              | 2,552.94             |
| Communications Expense            | 49.53                 | 493.89              | 49.31                              | 490.89               |
| Scada & Computer Equipment        | 220.16                | 2,202.14            | 220.20                             | 2,202.02             |
| Equipment Repairs                 | 331.75                | 3,518.47            | 18.98                              | 2,988.50             |
| Equip. Maint. & Inspections       | 0.00                  | 120.60              | 0.00                               | 190.00               |
| Building & Grounds Maint.         | 0.00                  | 387.47              | 0.00                               | 214.00               |
| Misc. Plant Expense               | 0.00                  | 43.02               | 0.00                               | 0.00                 |
| <b>Total Production Plant:</b>    | <b>20,123.34</b>      | <b>129,642.69</b>   | <b>11,819.76</b>                   | <b>114,905.67</b>    |
| <b>Distribution System:</b>       |                       |                     |                                    |                      |
| Salaries & Supervision            | 13,349.84             | 105,229.57          | 9,597.20                           | 88,768.85            |
| System & Shop Supplies            | 0.00                  | 676.51              | 137.18                             | 347.54               |
| Small Tools Expense               | 0.00                  | 1,486.21            | 21.00                              | 118.97               |
| GIS Data & Maintenance Exp.       | 38.23                 | 1,497.08            | 38.23                              | 3,121.51             |
| Computer Equip. & Maintenance     | 0.00                  | 0.00                | 0.00                               | 0.00                 |
| Safety Equipment                  | 1,681.82              | 4,664.57            | 1,549.46                           | 2,159.89             |
| Education & Safety Training       | 0.00                  | 350.00              | 0.00                               | 1,165.00             |
| Outside Services                  | 56.16                 | 417.70              | 105.48                             | 494.59               |
| Meter Expense                     | 0.00                  | 55.20               | 0.00                               | 379.37               |
| Customer Service Line Repair Exp. | 325.00                | 791.37              | 0.00                               | 545.75               |
| Customer Owned Service Exp.       | 178.50                | 481.99              | 0.00                               | 4,825.90             |
| Dist. Repairs & Maintenance       | 0.00                  | 944.23              | 0.00                               | 5,670.87             |
| Transportation Fuel & Oil         | 138.90                | 2,421.97            | 253.70                             | 2,932.27             |
| Vehicle Repair & Maint.           | 164.52                | 198.03              | 0.00                               | 453.88               |
| Equipment Repair & Maint.         | 0.00                  | 699.28              | 0.00                               | 1,310.83             |
| Utilities                         | 1,400.71              | 10,560.20           | 1,326.85                           | 9,396.81             |
| Building & Grounds Maint.         | 0.00                  | 314.06              | 0.00                               | 349.87               |
| Misc. Dist. & Tower Maint. & Exp. | 288.66                | 1,433.57            | 139.56                             | 943.48               |
| <b>Total Distribution:</b>        | <b>17,622.34</b>      | <b>132,221.54</b>   | <b>13,168.66</b>                   | <b>122,985.38</b>    |

**INCOME STATEMENT-WATER**

|   | <u>Current Period</u> | <u>Year to Date</u> | <u>Last Year</u><br><u>Current</u> | <u>Last Year YTD</u> |
|---|-----------------------|---------------------|------------------------------------|----------------------|
| <b>Customer Accts. Expenses:</b>              |                       |                     |                                    |                      |
| Customer Accts. Salaries                      | 9,932.39              | 69,840.46           | 6,308.18                           | 60,752.20            |
| Meter Reading Salaries                        | 0.00                  | 0.00                | 0.00                               | 1,194.42             |
| Postage Expense                               | 693.41                | 5,801.99            | 539.29                             | 4,282.24             |
| Collection Expense                            | 0.00                  | 0.00                | 0.00                               | 0.00                 |
| Forms & Supplies                              | 170.00                | 948.54              | 358.09                             | 1,218.46             |
| Communications Expense                        | 223.51                | 2,232.58            | 223.24                             | 2,219.70             |
| Uncollectible Accts. Expense                  | 0.00                  | 0.00                | 0.00                               | 192.33               |
| <b>Total Customer Acct. Expenses:</b>         | <b>11,019.31</b>      | <b>78,823.57</b>    | <b>7,428.80</b>                    | <b>69,859.35</b>     |
| <b>General &amp; Administrative Expenses:</b> |                       |                     |                                    |                      |
| Salaries & Supervision                        | 7,019.78              | 53,971.61           | 5,039.79                           | 46,669.79            |
| Newads, Website, Subscriptions & Promos       | 23.46                 | 165.78              | 0.00                               | 187.51               |
| Office Supplies, Computer Exp., & Sm. Equip   | 894.99                | 12,780.50           | 1,173.26                           | 11,271.01            |
| Communications Expense                        | 112.03                | 1,229.10            | 111.36                             | 1,209.42             |
| Membership Fees & Dues                        | 0.00                  | 2,076.40            | 0.00                               | 2,070.10             |
| Maint. Contracts, Licenses & Permits          | 104.18                | 5,933.02            | 1,706.94                           | 8,835.34             |
| State & Federal Assessments                   | 0.00                  | 12,973.00           | 0.00                               | 12,905.00            |
| Professional Fees                             | 3,515.96              | 71,221.07           | 2,047.00                           | 15,496.60            |
| Outside Services                              | 716.68                | 5,992.22            | 583.57                             | 5,340.56             |
| Meals, Travel, Meetings                       | 737.97                | 2,842.94            | 0.00                               | 2,542.05             |
| Prop. & Liab. Insurance                       | 1,331.00              | 13,310.00           | 1,369.33                           | 13,693.34            |
| Employee Pensions & Benefits                  | 9,784.34              | 84,365.32           | 7,494.23                           | 78,806.85            |
| Education & Safety Training                   | 0.00                  | 1,079.40            | 882.00                             | 882.00               |
| Wellhead Plan Implementation                  | 0.00                  | 0.00                | 0.00                               | 0.00                 |
| Sales Tax Expense                             | 0.00                  | 0.00                | 0.00                               | 0.00                 |
| Building & Grounds Maint.                     | 0.00                  | 277.54              | 0.00                               | 67.10                |
| Misc. G&A Expense                             | 2,057.68              | 2,390.33            | 269.33                             | 849.35               |
| <b>Total General &amp; Administrative:</b>    | <b>26,298.07</b>      | <b>270,608.23</b>   | <b>20,676.81</b>                   | <b>200,826.02</b>    |
| Depreciation Expense                          | 37,638.97             | 375,900.67          | 36,500.00                          | 365,000.00           |
| <b>TOTAL OPERATING EXPENSES:</b>              | <b>112,702.03</b>     | <b>987,196.70</b>   | <b>89,594.03</b>                   | <b>873,576.42</b>    |
| <b>OPERATING INCOME /(LOSS)</b>               | <b>13,757.85</b>      | <b>162,279.82</b>   | <b>41,941.81</b>                   | <b>233,854.32</b>    |
| <b>NONOPERATING REVENUE (EXPENSE)</b>         |                       |                     |                                    |                      |
| Interest Income                               | 0.00                  | 0.00                | 0.00                               | 0.00                 |
| Change in Fair Value of Investments           | (305.00)              | 2,499.62            | (3,168.74)                         | 5,344.30             |
| Misc. Non Oper. Income                        | 188,256.33            | 427,402.84          | 192.68                             | 192.68               |
| Gain/(Loss) Disposal of Property              | 0.00                  | 0.00                | 0.00                               | 5,490.80             |
| Gain/(Loss) Sale of Bonds                     | 0.00                  | 0.00                | 0.00                               | 0.00                 |
| Interest Expense                              | (3,276.11)            | (20,681.30)         | (2,671.67)                         | (26,383.68)          |
| Fines & Penalties                             | 0.00                  | 0.00                | 0.00                               | 0.00                 |
| Amortization of Bond Discount                 | 0.00                  | 0.00                | 0.00                               | 0.00                 |
| General Fund Expense                          | 0.00                  | 0.00                | 0.00                               | 0.00                 |
| Total NonOperating Rev/(Exp)                  | 184,675.22            | 409,221.16          | (5,647.73)                         | (15,355.90)          |
| <b>NET INCOME/(LOSS)</b>                      | <b>198,433.07</b>     | <b>571,500.98</b>   | <b>36,294.08</b>                   | <b>218,498.42</b>    |

**PRINCETON PUBLIC UTILITIES COMMISSION**  
**UNAUDITED BALANCE SHEET-WATER DEPARTMENT**  
**October 31, 2025**

**ASSETS**

**CURRENT ASSETS:**

|                                |              |  |
|--------------------------------|--------------|--|
| Cash                           | 1,372,911.18 |  |
| Temp Rate Stab Investments     | 0.00         |  |
| Customer Accounts Receivable   | 112,047.37   |  |
| Other Accounts Receivable      | 1,081.10     |  |
| Accrued Interest Receivable    | 0.00         |  |
| Lease Receivables              | 58,545.00    |  |
| Inventory                      | 74,329.87    |  |
| Prepaid Interest               | 0.00         |  |
| Prepaid Insurance              | 3,274.68     |  |
| Deferred Outflows of Resources | 31,751.00    |  |

|                             |  |              |
|-----------------------------|--|--------------|
| <b>Total Current Assets</b> |  | 1,653,940.20 |
|-----------------------------|--|--------------|

**RESTRICTED ASSETS:**

|                           |              |  |
|---------------------------|--------------|--|
| Construction in Progress  | 0.00         |  |
| MCMU Construction Fund    | 0.00         |  |
| Reserve Fund              | 0.00         |  |
| MCMU Reserve Fund         | 0.00         |  |
| Debt Service Fund         | 150,429.20   |  |
| PFA Debt Service Fund     | 0.00         |  |
| Capital Improvements Fund | 1,553,386.65 |  |

|                                |  |              |
|--------------------------------|--|--------------|
| <b>Total Restricted Assets</b> |  | 1,703,815.85 |
|--------------------------------|--|--------------|

**FIXED ASSETS:**

|                                 |              |                |
|---------------------------------|--------------|----------------|
| Land & Land Improvements        | 8,161.73     |                |
| Buildings                       | 30,562.78    |                |
| Towers                          | 2,297,378.32 |                |
| Wells                           | 568,788.83   |                |
| Pumps                           | 12,945.70    |                |
| Distribution System             | 5,680,780.02 |                |
| Treatment Plant                 | 4,571,323.78 |                |
| Flouridation & Treatment System | 124,029.43   |                |
| Trucks & Vehicles               | 177,681.53   |                |
| Tools, Shop & Garage Equipment  | 39,283.25    |                |
| Office Furniture & Equipment    | 48,625.12    |                |
| Miscellaneous Equipment         | 254,397.29   | 13,813,957.78  |
| Less: Accumulated Depreciation  |              | (7,713,870.05) |

|                           |  |              |
|---------------------------|--|--------------|
| <b>Total Fixed Assets</b> |  | 6,100,087.73 |
|---------------------------|--|--------------|

|                     |  |                     |
|---------------------|--|---------------------|
| <b>TOTAL ASSETS</b> |  | <u>9,457,843.78</u> |
|---------------------|--|---------------------|

**PRINCETON PUBLIC UTILITIES COMMISSION  
UNAUDITED BALANCE SHEET-WATER DEPARTMENT  
October 31, 2025**

**LIABILITIES AND FUND EQUITY**

**CURRENT LIABILITIES**

|                               |  |            |
|-------------------------------|--|------------|
| Accounts Payable              |  | 46,287.97  |
| Accrued Interest Payable      |  | 12,929.20  |
| Severance Payable             |  | 0.00       |
| Current Bonds Payable         |  | 150,000.00 |
| Accrued Wages Payable         |  | 0.00       |
| Deferred Revenue              |  | 23,237.77  |
| Net Pension Liability         |  | 121,841.00 |
| Deferred Inflows of Resources |  | 113,019.00 |
| Deferred Inflows - Leases     |  | 57,001.00  |

|                                  |  |                   |
|----------------------------------|--|-------------------|
| <b>Total Current Liabilities</b> |  | <b>524,315.94</b> |
|----------------------------------|--|-------------------|

**NONCURRENT LIABILITIES:**

|                                 |             |             |
|---------------------------------|-------------|-------------|
| Contracts Payable               |             | 0.00        |
| Revenue Bonds Payable           | 750,496.00  |             |
| Less: Unamortized Bond Discount | <u>0.00</u> | 750,496.00  |
| PFA Loan Payable                |             | <u>0.00</u> |

|                                     |  |                          |
|-------------------------------------|--|--------------------------|
| <b>Total NonCurrent Liabilities</b> |  | <b><u>750,496.00</u></b> |
|-------------------------------------|--|--------------------------|

|                          |  |                     |
|--------------------------|--|---------------------|
| <b>TOTAL LIABILITIES</b> |  | <b>1,274,811.94</b> |
|--------------------------|--|---------------------|

**FUND EQUITY**

|                                  |  |                            |
|----------------------------------|--|----------------------------|
| Contributed                      |  | 56,918.09                  |
| Unappropriated Retained Earnings |  | 7,554,612.77               |
| Net Income (Loss)                |  | <u>571,500.98</u>          |
| <b>Total Equity</b>              |  | <b><u>8,183,031.84</u></b> |

|                                       |  |                                   |
|---------------------------------------|--|-----------------------------------|
| <b>TOTAL LIABILITIES &amp; EQUITY</b> |  | <b><u><u>9,457,843.78</u></u></b> |
|---------------------------------------|--|-----------------------------------|

# Trial Balance

## PRINCETON PUBLIC UTILITIES

12/9/2025 9:55:31 AM

Page 1 of 4

| Account      | Type        | Description                    | Beginning Balance | Debit      | Credit     | Net Change  | Ending Balance |
|--------------|-------------|--------------------------------|-------------------|------------|------------|-------------|----------------|
| 61-0001-1071 | Asset       | CONSTRUCTION IN PROGRESS       |                   |            |            |             | 0.00           |
| 61-0001-1073 | Asset       | MCMU CONSTRUCTION FUND         |                   |            |            |             | 0.00           |
| 61-0001-1251 | Asset       | RESERVE FUND                   |                   |            |            |             | 0.00           |
| 61-0001-1252 | Asset       | DEBT SERVICE FUND              | 134,653.09        | 15,776.11  |            | 15,776.11   | 150,429.20     |
| 61-0001-1253 | Asset       | PFA DEBT SERVICE FUND          |                   |            |            |             | 0.00           |
| 61-0001-1255 | Asset       | MCMU RESERVE FUND              |                   |            |            |             | 0.00           |
| 61-0001-1291 | Asset       | CAPITAL IMPROVEMENTS FUND      | 1,544,741.44      | 8,645.21   |            | 8,645.21    | 1,553,386.65   |
| 61-0001-1311 | Asset       | CASH ON DEPOSIT CHECKING       | 1,422,548.77      | 467,194.25 | 516,831.84 | (49,637.59) | 1,372,911.18   |
| 61-0001-1421 | Asset       | CUSTOMER ACCOUNTS RECEIVABLE   | 115,932.14        | 254,158.29 | 258,043.06 | (3,884.77)  | 112,047.37     |
| 61-0001-1431 | Asset       | OTHER ACCOUNTS RECEIVABLE      | 650.60            | 1,071.00   | 640.50     | 430.50      | 1,081.10       |
| 61-0001-1440 | Asset       | LEASE RECEIVABLE - CURRENT     | 19,231.00         |            |            |             | 19,231.00      |
| 61-0001-1441 | Asset       | LEASE RECEIVABLE - LONG TERM   | 39,314.00         |            |            |             | 39,314.00      |
| 61-0001-1512 | Asset       | PLANT MATERIALS & SUPPLIES     | 74,508.37         |            | 178.50     | (178.50)    | 74,329.87      |
| 61-0001-1513 | Fixed Asset | FLOUIDATION & TREATMENT SYSTEM | 124,029.43        |            |            |             | 124,029.43     |
| 61-0001-1521 | Fixed Asset | WELLS                          | 568,788.83        |            |            |             | 568,788.83     |
| 61-0001-1530 | Fixed Asset | DISTRIBUTION SYSTEM            | 5,433,974.52      | 246,805.50 |            | 246,805.50  | 5,680,780.02   |
| 61-0001-1540 | Fixed Asset | LAND & LAND IMPROVEMENTS       | 8,161.73          |            |            |             | 8,161.73       |
| 61-0001-1550 | Fixed Asset | BUILDINGS                      | 30,163.78         | 399.00     |            | 399.00      | 30,562.78      |
| 61-0001-1555 | Fixed Asset | TREATMENT PLANT                | 4,571,323.78      |            |            |             | 4,571,323.78   |
| 61-0001-1560 | Fixed Asset | OFFICE FURNITURE & EQUIPMENT   | 48,625.12         |            |            |             | 48,625.12      |
| 61-0001-1562 | Fixed Asset | TOWERS                         | 2,297,378.32      |            |            |             | 2,297,378.32   |
| 61-0001-1570 | Fixed Asset | PUMPS                          | 12,945.70         |            |            |             | 12,945.70      |
| 61-0001-1571 | Fixed Asset | TRUCKS & VEHICLES              | 118,899.03        | 58,782.50  |            | 58,782.50   | 177,681.53     |
| 61-0001-1580 | Fixed Asset | TOOLS, SHOP & GARAGE EQUIP.    | 39,283.25         |            |            |             | 39,283.25      |
| 61-0001-1590 | Fixed Asset | MISCELLANEOUS EQUIPMENT        | 254,397.29        |            |            |             | 254,397.29     |
| 61-0001-1651 | Asset       | PREPAID INTEREST               |                   |            |            |             | 0.00           |
| 61-0001-1652 | Asset       | PREPAID INSURANCE              | 4,912.02          |            | 1,637.34   | (1,637.34)  | 3,274.68       |
| 61-0001-1710 | Fixed Asset | ACCUMULATED DEPRECIATION       | (7,676,231.08)    |            | 37,638.97  | (37,638.97) | (7,713,870.05) |
| 61-0001-1711 | Asset       | ACCRUED INTEREST RECEIVABLE    |                   |            |            |             | 0.00           |
| 61-0001-1712 | Asset       | DEFERRED OUTFLOWS OF RESOURCES | 31,751.00         |            |            |             | 31,751.00      |
| 61-0001-2160 | Equity      | CONTRIBUTED                    | (56,918.09)       |            |            |             | (56,918.09)    |
| 61-0001-2161 | Equity      | BALANCE FROM INCOME STATEMENT  |                   |            |            |             | 0.00           |
| 61-0001-2162 | Equity      | UNAPPROPRIATED EARNINGS (END)  | (7,554,612.77)    |            |            |             | (7,554,612.77) |
| 61-0001-2211 | Liability   | REVENUE BONDS PAYABLE          | (750,496.00)      |            |            |             | (750,496.00)   |
| 61-0001-2261 | Asset       | UNAMORTIZED BOND DISCOUNT      |                   |            |            |             | 0.00           |
| 61-0001-2281 | Liability   | SEVERANCE PAYABLE              |                   |            |            |             | 0.00           |
| 61-0001-2311 | Liability   | CONTRACTS PAYABLE              |                   |            |            |             | 0.00           |
| 61-0001-2315 | Liability   | CURRENT BONDS PAYABLE          | (150,000.00)      |            |            |             | (150,000.00)   |
| 61-0001-2321 | Liability   | ACCOUNTS PAYABLE               | (23,335.50)       | 315,451.92 | 338,404.39 | (22,952.47) | (46,287.97)    |
| 61-0001-2324 | Liability   | ACCRUED WAGES & TAXES          |                   |            |            |             | 0.00           |
| 61-0001-2330 | Liability   | PFA LOAN PAYABLE               |                   |            |            |             | 0.00           |
| 61-0001-2371 | Liability   | ACCRUED INTEREST PAYABLE       | (9,653.09)        |            | 3,276.11   | (3,276.11)  | (12,929.20)    |

# Trial Balance

## PRINCETON PUBLIC UTILITIES

| Account      | Type      | Description                    | Beginning Balance | Debit     | Credit     | Net Change   | Ending Balance |
|--------------|-----------|--------------------------------|-------------------|-----------|------------|--------------|----------------|
| 61-0001-2429 | Liability | DEFERRED REVENUE               | (10,037.77)       |           | 13,200.00  | (13,200.00)  | (23,237.77)    |
| 61-0001-2430 | Liability | NET PENSION LIABILITY          | (121,841.00)      |           |            |              | (121,841.00)   |
| 61-0001-2431 | Liability | DEFERRED INFLOWS OF RESOURCES  | (113,019.00)      |           |            |              | (113,019.00)   |
| 61-0001-2500 | Liability | DEFERRED INFLOWS - LEASES      | (57,001.00)       |           |            |              | (57,001.00)    |
| 61-0403-4031 | Expense   | DEPRECIATION EXPENSE           | 338,261.70        | 37,638.97 |            | 37,638.97    | 375,900.67     |
| 61-0419-4191 | Expense   | INTEREST EXPENSE               | 17,405.19         | 3,276.11  |            | 3,276.11     | 20,681.30      |
| 61-0419-4290 | Revenue   | INTEREST INCOME                |                   |           |            |              | 0.00           |
| 61-0419-4295 | Revenue   | CHANGE IN FAIR VALUE OF INVEST | (2,804.62)        | 305.00    |            | 305.00       | (2,499.62)     |
| 61-0421-4210 | Revenue   | MISC. NON OPERATING INCOME     | (239,146.51)      |           | 188,256.33 | (188,256.33) | (427,402.84)   |
| 61-0421-4211 | Revenue   | GAIN/LOSS ON DISPOSAL OF ASSET |                   |           |            |              | 0.00           |
| 61-0424-4264 | Revenue   | GAIN OR LOSS RESALE OF BONDS   |                   |           |            |              | 0.00           |
| 61-0426-4263 | Expense   | FINES & PENALTIES              |                   |           |            |              | 0.00           |
| 61-0428-4281 | Expense   | AMORTIZATION OF BOND DISCOUNT  |                   |           |            |              | 0.00           |
| 61-0440-4401 | Revenue   | RESIDENTIAL SALES              | (493,641.73)      |           | 53,940.50  | (53,940.50)  | (547,582.23)   |
| 61-0440-4405 | Revenue   | SERVICE LINE REPAIR FEE        | (13,726.00)       |           | 1,539.00   | (1,539.00)   | (15,265.00)    |
| 61-0440-4421 | Revenue   | COMMERCIAL SALES               | (265,905.78)      |           | 40,655.29  | (40,655.29)  | (306,561.07)   |
| 61-0440-4431 | Revenue   | INDUSTRIAL SALES               | (81,491.78)       |           | 10,731.54  | (10,731.54)  | (92,223.32)    |
| 61-0440-4491 | Revenue   | NON-METERED SALES              | (7,276.50)        |           | 1,071.00   | (1,071.00)   | (8,347.50)     |
| 61-0450-4501 | Revenue   | LATE CHARGES                   | (6,454.50)        | 79.32     | 772.70     | (693.38)     | (7,147.88)     |
| 61-0450-4503 | Revenue   | CONNECTION FEE                 | (8,000.00)        |           | 8,645.21   | (8,645.21)   | (16,645.21)    |
| 61-0450-4504 | Revenue   | CONSTRUCTION FEES              |                   |           |            |              | 0.00           |
| 61-0450-4505 | Revenue   | TRUNK FACILITIES FEES          | (104,343.00)      |           |            |              | (104,343.00)   |
| 61-0450-4541 | Revenue   | RENT/LEASE INCOME              | (33,375.55)       |           | 8,600.00   | (8,600.00)   | (41,975.55)    |
| 61-0450-4563 | Revenue   | OTHER OPERATING REVENUE        | (2,000.00)        | 105.00    | 225.00     | (120.00)     | (2,120.00)     |
| 61-0450-4565 | Revenue   | MERCHANDISE SALES              | (6,801.80)        |           | 463.96     | (463.96)     | (7,265.76)     |
| 61-0540-5461 | Expense   | PRODUCTION PLANT SALARIES      | 47,053.34         | 7,745.72  |            | 7,745.72     | 54,799.06      |
| 61-0540-5471 | Expense   | POWER FOR PUMPING              | 25,358.69         | 2,784.75  |            | 2,784.75     | 28,143.44      |
| 61-0540-5472 | Expense   | NATURAL GAS                    | 6,019.20          | 228.66    |            | 228.66       | 6,247.86       |
| 61-0540-5473 | Expense   | UTILITIES & GENERATOR EXPENSE  |                   |           |            |              | 0.00           |
| 61-0540-5481 | Expense   | LUBE OIL & LUBRICANTS          |                   |           |            |              | 0.00           |
| 61-0540-5482 | Expense   | CHEMICALS                      | 22,483.14         | 8,136.11  |            | 8,136.11     | 30,619.25      |
| 61-0540-5483 | Expense   | WATER TESTING                  | 2,440.83          | 626.66    |            | 626.66       | 3,067.49       |
| 61-0540-5511 | Expense   | COMMUNICATIONS EXPENSE         | 444.36            | 49.53     |            | 49.53        | 493.89         |
| 61-0540-5512 | Expense   | COMPUTER, AUDIO & SCADA EQUIP  | 1,981.98          | 220.16    |            | 220.16       | 2,202.14       |
| 61-0540-5541 | Expense   | EQUIPMENT REPAIRS              | 3,186.72          | 331.75    |            | 331.75       | 3,518.47       |
| 61-0550-5531 | Expense   | BUILDING & GROUNDS MAINTENANCE | 387.47            |           |            |              | 387.47         |
| 61-0550-5542 | Expense   | EQUIP MAINT,SERV AGREE, INSPEC | 120.60            |           |            |              | 120.60         |
| 61-0550-5571 | Expense   | MISCELLANEOUS PLANT EXPENSE    | 43.02             |           |            |              | 43.02          |
| 61-0580-5801 | Expense   | DISTRIBUTION SALARIES          | 91,879.73         | 13,349.84 |            | 13,349.84    | 105,229.57     |
| 61-0580-5811 | Expense   | SYSTEM & SHOP SUPPLIES         | 676.51            |           |            |              | 676.51         |
| 61-0580-5812 | Expense   | SAFETY EQUIP,RUBBER GOODS,TEST | 2,982.75          | 1,681.82  |            | 1,681.82     | 4,664.57       |
| 61-0580-5813 | Expense   | SMALL TOOLS EXPENSE            | 1,486.21          |           |            |              | 1,486.21       |

# Trial Balance

## PRINCETON PUBLIC UTILITIES

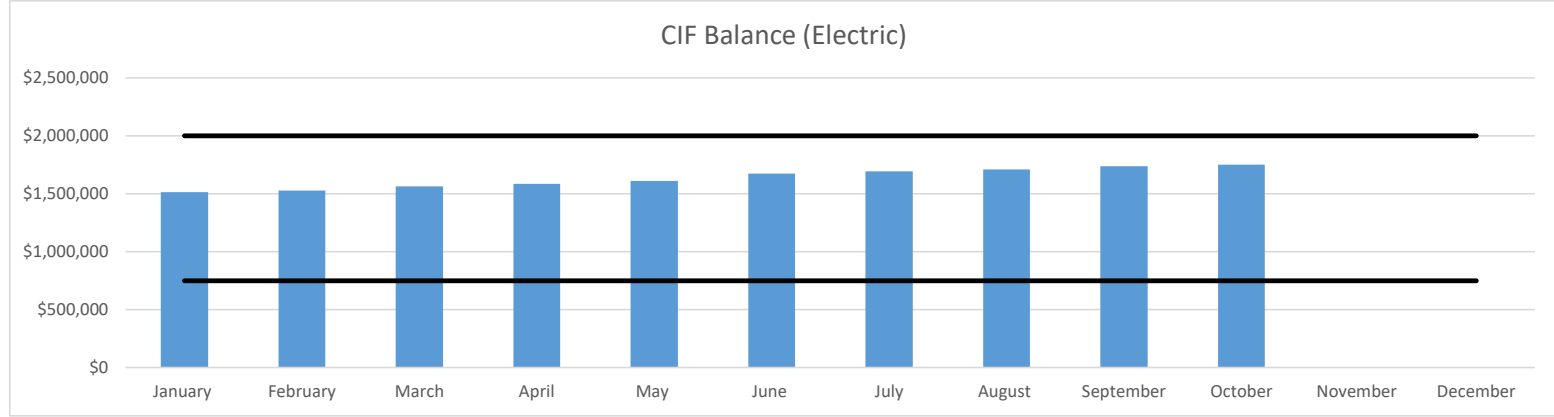
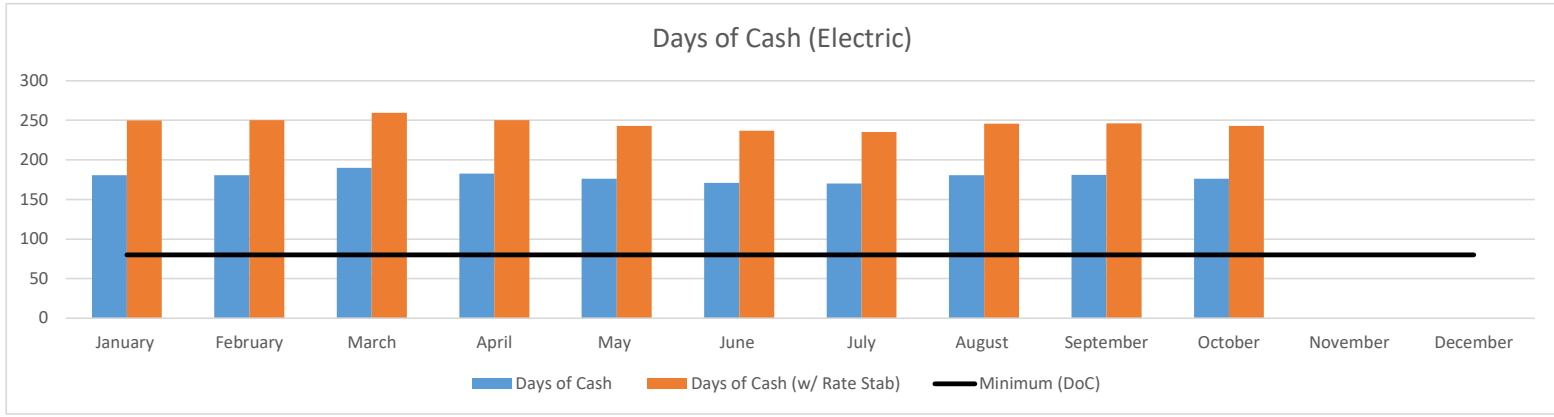
| Account      | Type    | Description                    | Beginning Balance | Debit    | Credit | Net Change | Ending Balance |
|--------------|---------|--------------------------------|-------------------|----------|--------|------------|----------------|
| 61-0580-5814 | Expense | EDUCATION & SAFETY TRAINING    | 350.00            |          |        |            | 350.00         |
| 61-0580-5815 | Expense | OUTSIDE SERVICES               | 361.54            | 56.16    |        | 56.16      | 417.70         |
| 61-0580-5816 | Expense | GIS DATA & MAINTENANCE EXP.    | 1,458.85          | 38.23    |        | 38.23      | 1,497.08       |
| 61-0580-5817 | Expense | COMPUTER EQUIP. & MAINT. EXP.  |                   |          |        |            | 0.00           |
| 61-0580-5862 | Expense | METER EXPENSE                  | 55.20             |          |        |            | 55.20          |
| 61-0580-5870 | Expense | CUSTOMER SERVICE LINE REPAIR   | 466.37            | 325.00   |        | 325.00     | 791.37         |
| 61-0580-5871 | Expense | CUSTOMER OWNED SERVICE EXP.    | 303.49            | 178.50   |        | 178.50     | 481.99         |
| 61-0580-5872 | Expense | DIST. REPAIRS & MAINTENANCE    | 944.23            |          |        |            | 944.23         |
| 61-0580-5881 | Expense | MISC. DISTRIBUTION EXPENSE     | 1,124.43          |          |        |            | 1,124.43       |
| 61-0580-5882 | Expense | TRANSPORTATION FUEL & OIL      | 2,283.07          | 138.90   |        | 138.90     | 2,421.97       |
| 61-0580-5883 | Expense | VEHICLE REPAIR & EXPENSE       | 33.51             | 164.52   |        | 164.52     | 198.03         |
| 61-0580-5886 | Expense | EQUIPMENT REPAIR & EXPENSE     | 699.28            |          |        |            | 699.28         |
| 61-0580-5888 | Expense | UTILITIES                      | 9,159.49          | 1,400.71 |        | 1,400.71   | 10,560.20      |
| 61-0590-5921 | Expense | BUILDING & GROUNDS MAINTENANCE | 314.06            |          |        |            | 314.06         |
| 61-0590-5981 | Expense | WATER TOWER MAINT.             | 20.48             | 288.66   |        | 288.66     | 309.14         |
| 61-0902-9021 | Expense | METER READING SALARIES         |                   |          |        |            | 0.00           |
| 61-0903-9031 | Expense | CUSTOMER ACCOUNTS SALARIES     | 59,908.07         | 9,932.39 |        | 9,932.39   | 69,840.46      |
| 61-0903-9032 | Expense | POSTAGE EXPENSE                | 5,108.58          | 693.41   |        | 693.41     | 5,801.99       |
| 61-0903-9033 | Expense | COLLECTION EXPENSE             |                   |          |        |            | 0.00           |
| 61-0903-9034 | Expense | FORMS & SUPPLIES               | 86.18             |          |        |            | 86.18          |
| 61-0903-9035 | Expense | COMMUNICATIONS EXPENSE         | 2,009.07          | 223.51   |        | 223.51     | 2,232.58       |
| 61-0903-9036 | Expense | MISC. SUPPLIES & STATIONERY    | 692.36            | 170.00   |        | 170.00     | 862.36         |
| 61-0904-9004 | Expense | UNCOLLECTIBLE ACCOUNTS         |                   |          |        |            | 0.00           |
| 61-0920-9201 | Expense | GENERAL & ADMIN. SALARIES      | 46,951.83         | 7,019.78 |        | 7,019.78   | 53,971.61      |
| 61-0921-9210 | Expense | NEWSADS & PROMOTIONS           | 35.80             |          |        |            | 35.80          |
| 61-0921-9211 | Expense | COMPUTER SUPPLIES & LABOR      | 11,268.12         | 867.18   |        | 867.18     | 12,135.30      |
| 61-0921-9212 | Expense | WEBSITE, BOOKS & SUBSCRIPTIONS | 106.52            | 23.46    |        | 23.46      | 129.98         |
| 61-0921-9213 | Expense | COMMUNICATIONS EXPENSE         | 1,117.07          | 112.03   |        | 112.03     | 1,229.10       |
| 61-0921-9214 | Expense | MEMBERSHIP FEES & DUES         | 2,076.40          |          |        |            | 2,076.40       |
| 61-0921-9215 | Expense | SUPPLIES & EXPENSES            | 272.33            | 27.81    |        | 27.81      | 300.14         |
| 61-0921-9216 | Expense | MEALS, TRAVEL, MEETINGS        | 2,104.97          | 737.97   |        | 737.97     | 2,842.94       |
| 61-0921-9217 | Expense | MAINTENANCE CONTRACTS & LEASES | 3,410.22          | 104.18   |        | 104.18     | 3,514.40       |
| 61-0921-9218 | Expense | LICENSES & PERMITS             | 2,418.62          |          |        |            | 2,418.62       |
| 61-0921-9219 | Expense | STATE & FED ASSESS./REQUIRE.   | 12,973.00         |          |        |            | 12,973.00      |
| 61-0921-9220 | Expense | SMALL OFFICE EQUIPMENT         | 345.06            |          |        |            | 345.06         |
| 61-0923-9231 | Expense | ATTORNEY/LEGAL EXPENSES        | 2,358.72          | 168.00   |        | 168.00     | 2,526.72       |
| 61-0923-9232 | Expense | AUDITOR EXPENSE                | 4,753.00          |          |        |            | 4,753.00       |
| 61-0923-9233 | Expense | ENGINEERING & CONSULTANTS      | 60,593.39         | 3,347.96 |        | 3,347.96   | 63,941.35      |
| 61-0923-9234 | Expense | OUTSIDE SERVICES               | 5,275.54          | 716.68   |        | 716.68     | 5,992.22       |
| 61-0923-9235 | Expense | CLEANING SERVICES              |                   |          |        |            | 0.00           |
| 61-0923-9236 | Expense | BUILDING & GROUNDS MAINTENANCE | 277.54            |          |        |            | 277.54         |
| 61-0924-9241 | Expense | PROPERTY & LIABILITY EXPENSE   | 11,979.00         | 1,331.00 |        | 1,331.00   | 13,310.00      |

# Trial Balance

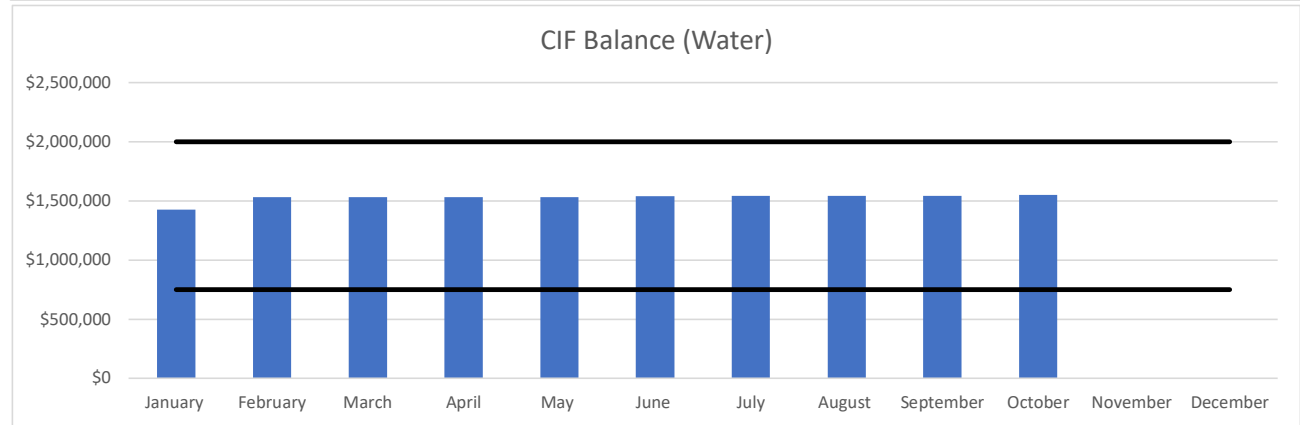
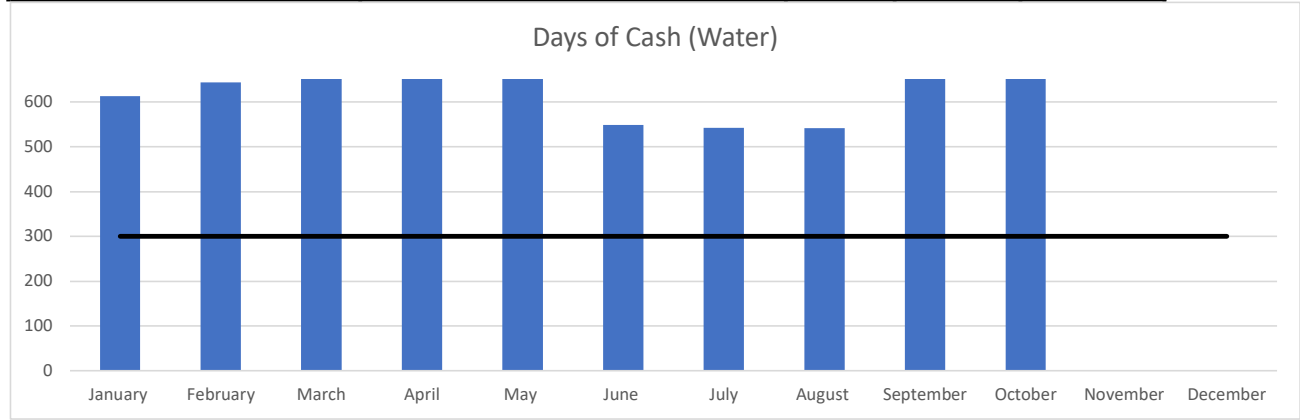
## PRINCETON PUBLIC UTILITIES

| Account   | Type    | Description                   | Beginning Balance | Debit        | Credit       | Net Change | Ending Balance |
|---|---------|-------------------------------|-------------------|--------------|--------------|------------|----------------|
| 61-0925-9251  | Expense | WORKMANS COMP. INSURANCE      | 3,027.86          | 306.34       |              | 306.34     | 3,334.20       |
| 61-0926-9260  | Expense | FICA INSURANCE                | 11,955.28         | 1,981.24     |              | 1,981.24   | 13,936.52      |
| 61-0926-9261  | Expense | PERA EXPENSE                  | 15,569.24         | 2,559.27     |              | 2,559.27   | 18,128.51      |
| 61-0926-9262  | Expense | EMPLOYEE HOSPITALIZATION EXP. | 40,189.40         | 4,300.21     |              | 4,300.21   | 44,489.61      |
| 61-0926-9263  | Expense | EMPL LIFE & DISABILITY INS.   | 1,043.21          | 173.92       |              | 173.92     | 1,217.13       |
| 61-0926-9264  | Expense | EDUCATION & SAFETY TRAINING   | 1,079.40          |              |              |            | 1,079.40       |
| 61-0926-9265  | Expense | MEDICARE EXPENSE              | 2,795.99          | 463.36       |              | 463.36     | 3,259.35       |
| 61-0926-9266  | Expense | UNEMPLOYMENT EXPENSE          |                   |              |              |            | 0.00           |
| 61-0930-9301  | Expense | WELLHEAD PLAN IMPLEMENTATION  |                   |              |              |            | 0.00           |
| 61-0930-9302  | Expense | MISCELLANEOUS GENERAL EXPENSE | 332.65            | 2,057.68     |              | 2,057.68   | 2,390.33       |
| 61-0930-9304  | Expense | GENERAL FUND EXPENSE          |                   |              |              |            | 0.00           |
| 61-0930-9306  | Expense | SALES TAX EXPENSE             |                   |              |              |            | 0.00           |
| Report Setup<br>Sort By:<br>Includes only active accounts<br>Includes accounts from 61-0001-1071 to 61-0930-9306<br>Printed for 10/1/2025 to 10/31/2025<br>Printed for all sources. |         |                               | 0.00              | 1,484,751.24 | 1,484,751.24 | 0.00       | 0.00           |

| Month     | Annual Operating Expenses (2024) | Depreciation (2024) | Electric    |             |             |     | Days of Cash | Days of Cash (w/ Rate Stab) | Minimum (DoC) | Minimum (CIF) | Maximum (CIF) |
|-----------|----------------------------------|---------------------|-------------|-------------|-------------|-----|--------------|-----------------------------|---------------|---------------|---------------|
|           |                                  |                     | Cash        | CIF         | Rate Stab   |     |              |                             |               |               |               |
| January   | \$7,776,207                      | \$707,206           | \$3,498,139 | \$1,513,714 | \$1,339,993 | 181 | 250          | 80                          | \$750,000     | \$2,000,000   |               |
| February  | \$7,776,207                      | \$707,206           | \$3,500,519 | \$1,528,245 | \$1,339,765 | 181 | 250          | 80                          | \$750,000     | \$2,000,000   |               |
| March     | \$7,776,207                      | \$707,206           | \$3,680,929 | \$1,565,136 | \$1,345,956 | 190 | 260          | 80                          | \$750,000     | \$2,000,000   |               |
| April     | \$7,776,207                      | \$707,206           | \$3,535,599 | \$1,585,450 | \$1,314,178 | 183 | 250          | 80                          | \$750,000     | \$2,000,000   |               |
| May       | \$7,776,207                      | \$707,206           | \$3,413,209 | \$1,611,075 | \$1,298,052 | 176 | 243          | 80                          | \$750,000     | \$2,000,000   |               |
| June      | \$7,776,207                      | \$707,206           | \$3,310,332 | \$1,675,200 | \$1,276,932 | 171 | 237          | 80                          | \$750,000     | \$2,000,000   |               |
| July      | \$7,776,207                      | \$707,206           | \$3,288,908 | \$1,694,769 | \$1,265,309 | 170 | 235          | 80                          | \$750,000     | \$2,000,000   |               |
| August    | \$7,776,207                      | \$707,206           | \$3,498,152 | \$1,708,305 | \$1,263,255 | 181 | 246          | 80                          | \$750,000     | \$2,000,000   |               |
| September | \$7,776,207                      | \$707,206           | \$3,503,182 | \$1,736,811 | \$1,269,388 | 181 | 246          | 80                          | \$750,000     | \$2,000,000   |               |
| October   | \$7,776,207                      | \$707,206           | \$3,414,554 | \$1,749,943 | \$1,290,538 | 176 | 243          | 80                          | \$750,000     | \$2,000,000   |               |
| November  | \$7,776,207                      | \$707,206           |             |             |             | 0   | 0            | 80                          | \$750,000     | \$2,000,000   |               |
| December  | \$7,776,207                      | \$707,206           |             |             |             | 0   | 0            | 80                          | \$750,000     | \$2,000,000   |               |



| WATER                         |                     |             |             |              |               |               |               |
|-------------------------------|---------------------|-------------|-------------|--------------|---------------|---------------|---------------|
| Annual Operating Costs (2024) | Depreciation (2024) | Cash        | CIF         | Days of Cash | Minimum (DoC) | Minimum (CIF) | Maximum (CIF) |
| \$1,056,799                   | \$426,893           | \$1,057,876 | \$1,427,644 | 613          | 300           | \$750,000     | \$2,000,000   |
| \$1,056,799                   | \$426,893           | \$1,110,720 | \$1,532,147 | 644          | 300           | \$750,000     | \$2,000,000   |
| \$1,056,799                   | \$426,893           | \$1,174,683 | \$1,532,676 | 681          | 300           | \$750,000     | \$2,000,000   |
| \$1,056,799                   | \$426,893           | \$1,180,099 | \$1,532,676 | 684          | 300           | \$750,000     | \$2,000,000   |
| \$1,056,799                   | \$426,893           | \$1,159,180 | \$1,532,676 | 672          | 300           | \$750,000     | \$2,000,000   |
| \$1,056,799                   | \$426,893           | \$946,735   | \$1,540,741 | 549          | 300           | \$750,000     | \$2,000,000   |
| \$1,056,799                   | \$426,893           | \$936,053   | \$1,544,741 | 542          | 300           | \$750,000     | \$2,000,000   |
| \$1,056,799                   | \$426,893           | \$935,063   | \$1,544,741 | 542          | 300           | \$750,000     | \$2,000,000   |
| \$1,056,799                   | \$426,893           | \$1,422,549 | \$1,544,741 | 824          | 300           | \$750,000     | \$2,000,000   |
| \$1,056,799                   | \$426,893           | \$1,372,911 | \$1,553,387 | 796          | 300           | \$750,000     | \$2,000,000   |
| \$1,056,799                   | \$426,893           |             |             | 0            | 300           | \$750,000     | \$2,000,000   |
| \$1,056,799                   | \$426,893           |             |             | 0            | 300           | \$750,000     | \$2,000,000   |



**SOUTHERN MINNESOTA MUNICIPAL POWER AGENCY**  
**Minutes of the Board of Directors' Meeting**  
**November 12, 2025**

President Moulton called the meeting to order at 9:00 a.m. at the Westside Energy Station in Rochester, Minnesota.

Mr. McCollough welcomed the members and guests to the Westside Energy Station, which was commissioned in 2018. This site is also the future home for Mount Simon Station, a new power generation facility, being developed by Rochester to meet future energy needs. Those interested may tour the Westside Energy Station after today's meeting.

**Board Members Present:**

President Peter T. Moulton, Saint Peter; Vice President Roger E. Warehime, Owatonna; Secretary James R. Bakken, Preston; Treasurer Bruce A. Reimers, New Prague; Thomas J. Dankert, Austin; and Timothy M. McCollough, Rochester.

**Others Present:**

David P. Geschwind, Executive Director & CEO; Alex Bumgardner, Austin; Keith Butcher, Princeton; Chris Rolli, Spring Valley; Craig Anderson, Wells; Ken Krall, Korn Ferry; Sandy Feehan, SMMPA Human Resources Contractor; Debra A. Donahue, Beth A. Fondell, Naomi A. Goll, Joseph A. Hoffman, Seth T. Koneczny, Jeremy B. Sutton, and Ben B. Ziegler of the Agency staff.

**Others Present Via Conference Call:**

Miles Heide, Julie Zarling, Fairmont; Mike Roth, Shane Steele, Grand Marais; Mike Geers, Litchfield; Joe Kohlgraf, Mora; and Christian Fenstermacher, Owatonna.

**#1 Agenda Approval:**

Mr. McCollough moved to approve the agenda, seconded by Mr. Warehime, passed upon a unanimous vote of the board members present.

**#2 Consent Agenda:**

Mr. Reimers moved to approve the consent agenda, seconded by Mr. Dankert, passed upon a unanimous vote of the board members present.

APPROVED the October 17, 2025 board meeting minutes.

**#3 Salary Ranges Review-Fondell/Ken Krall-Korn Ferry:**

Ms. Fondell reported that the SMMPA staff salary ranges are reviewed every three years and introduced Mr. Ken Krall, Korn Ferry, to provide the study results. This year, Korn Ferry also

completed a review of the Agency's benefits package in conjunction with the salary range review.

Mr. Krall presented the results of the SMMPA salary range study. Korn Ferry reviewed the SMMPA salary structure with regard to internal equity and external market competitiveness. Between these three-year reviews, salary ranges are adjusted annually using Korn Ferry's Annual Compensation Planning Guide indices. Study results indicate that the Agency's combined benefits and compensation package is competitive with the market.

Discussion.

Action Item

Requested board approval of the proposed salary range midpoints as recommended by Korn Ferry.

Mr. Warehime moved to approve the 2026 salary range midpoints as recommended by Korn Ferry, seconded by Mr. Bakken, passed upon a unanimous vote of the board members present.

President Moulton thanked Mr. Krall for his efforts.

**#4 2024 Board Retreat Follow-up-Geschwind:**

Mr. Geschwind provided an update on accomplishments on the items that were identified as activities for 2025 during the 2024 board retreat.

**#5 2026 SMMPA Board Meeting Schedule-Geschwind:**

Mr. Geschwind reported on the 2026 SMMPA Board meeting schedule.

To avoid conflict with the January APPA Joint Action Conference, the January board meeting was moved from January 14, 2026 to January 15, 2026, and the November board meeting was moved from November 11, 2026 to November 10, 2026 to avoid a conflict with Veterans Day.

To avoid conflict with the MMUA Technical and Operations Conference in St. Cloud December 8-10, 2026, the board discussed looking at alternative dates for the December 2026 SMMPA Board meeting, which will be determined at a future meeting.

Mr. McCollough moved to approve the 2026 SMMPA Board meeting schedule through November with December to be determined, seconded by Mr. Bakken, passed upon a unanimous vote of the board members present. (Attachment A.)

**#6 Confidential Board Report Summary-Sutton:**

Mr. Sutton summarized the confidential board report.

**#7 Pacific Northwest National Lab Battery Storage Study-Sutton:**

Mr. Sutton reported on the Pacific Northwest National Lab (PNNL) Battery Storage Study.

The American Public Power Association partnered with PNNL to provide technical assistance related to energy storage in rural communities. Five APPA utility partners selected were Lompoc Electric Division-CA; KPP Energy-KS; SMMPA-Grand Marais; Town of Stowe Electric Division-VT; and Delaware Municipal Electric Corporation-DE. Over the last year, the study looked at community benefits, techno-economic analysis, regulatory and policy assistance, and funding opportunities.

The Grand Marais battery storage project was not selected for a Minnesota grant.

Discussion.

Rochester is potentially looking at two 10 MW battery project interconnections.

SMMPA continues to analyze battery storage opportunities, pricing, and emerging technologies.

After a short break, the board reconvened at 10:58 a.m.

### **#8 Upcoming Transmission Projects-Koneczny/Sutton:**

Mr. Koneczny reported on the upcoming Litchfield and Owatonna transmission projects.

#### Litchfield Project Summary Recap

Due to aging infrastructure and load growth concerns, large sections of the 69 kV transmission lines in the area will be upgraded to 115 kV voltage standard. Engineering has determined it is not feasible to co-locate the transmission and distribution substations as the proposed location could not accommodate all required equipment. The initial project estimate was \$30-\$35 million and now projected to be in the \$40 million range. Project site locations are being reviewed.

#### Owatonna Future Transmission

In the 2023 transmission study, Great River Energy, working with SMMPA staff, identified solutions to voltage constraints in the Owatonna area. The previously identified capacitor bank addition does not solve voltage constraints into the future using current transmission models, and additional system upgrades will be required. In addition, Owatonna recently requested SMMPA staff consider transmission upgrades/expansion to support upcoming distribution facilities. Additional transmission sources into Owatonna will likely be required to address the issues. SMMPA has developed a conceptual plan and is rerunning the transmission study.

Discussion.

#### LRTP Tranche 1 and Tranche 2.1 Update-Sutton

Mr. Sutton reported on the LRTP Tranche 1 and Tranche 2.1 update. Five utility commissions (Arkansas, Louisiana, Mississippi, Montana, and North Dakota) filed a Tranche 2.1 FERC complaint contending that MISO used flawed modeling and assumptions, which led the grid operator to significantly overstate the benefits of its Tranche 2.1 portfolio. MISO is urging FERC to dismiss the “deficient and misleading” complaint.

Discussion.

Tranche 1 – SMMPA, Rochester, and Dairyland met to review legal documents and anticipate a final draft of the Joint Development Agreement within the next month. In order to make the contractual commitments to participate in a share of the Tranche 1 LRTP-4 and LRTP-6 projects, the Agency expects to seek financing approval from the board and member representatives in the near future – possibly in January.

### **#9 Election of Officers-Board of Directors:**

Mr. McCollough moved to re-seat the current slate of officers for the Board of Directors of Southern Minnesota Municipal Power Agency for 2025-2026, seconded by Mr. Dankert, passed upon a unanimous vote of the board members present.

- President, Peter T. Moulton, Saint Peter;
- Vice President, Roger E. Warehime, Owatonna;
- Secretary, James R. Bakken, Preston; and
- Treasurer, Bruce Reimers, New Prague.

### **Government Affairs/Member Services Report-Hoffman:**

Mr. Hoffman summarized the government affairs/member services report detailed in the board book.

#### APPA Legislative Rally

Members were reminded the APPA Legislative Rally is February 23-25, 2026 in Washington, D.C. and members interested in being included in the MMUA room block should contact Mr. Hoffman.

#### APPA Governance Essentials

APPA offers a webinar series of 15 courses called the Public Power Governance Essentials that are designed for public power policymakers (utility commissioners, mayors, and city council members). SMMPA purchased a block of subscriptions, valid for 24 months, for policymakers in the member communities. Members interested may contact Mr. Hoffman to activate the subscription.

#### MMUA Governance in Action

MMUA is hosting a governance training in St. Cloud January 23, 2026. The session will review the key statutes that define commission authority, clarify the line between governance and operations, and explore how commissions and city governments can work together effectively.

#### SMMPA Member Polls

SMMPA posted results of the member poll (cold weather disconnection) in the shared OneDrive folder on the SMMPA website.

#### Cybersecurity BoardSecurity Brief

Many small and large businesses use an automated feature in QuickBooks to email invoices to customers. Scammers send emails requesting payment and often attach a malicious file posing as an invoice. The Agency has been inundated with these spam emails and while cybersecurity

protections are very good, the Agency is dependent on staff members to be the last line of defense.

### **Operations Report-Sutton:**

Mr. Sutton reported:

#### OES/FES Cylinder Heads Project

Working on installing engine cylinder heads at Fairmont Energy Station and at Owatonna Energy Station. No tariff expenses have been invoiced to SMMPA.

#### Steele Energy Station Update

The Minnesota Pollution Control Agency (MPCA) ruled in favor that the Owatonna Public Utilities Combustion Turbine Unit 7 should not be included in the Steele Energy Station air permit model as a SMMPA resource. The engineering drawing package was signed off with Solar Turbines to start production drawings on the three units. An in-person meeting with DGR Engineering is scheduled for November 14, 2025.

#### Quarterly Wind and Solar Update

Information on the performance of the Agency's wind and solar resources, including capacity factor and costs relative to market energy prices and net margins, was reviewed.

#### Market Update

A graph of recent natural gas and on-peak electricity prices was discussed.

### **Financial Report September 2025-Fondell:**

Ms. Fondell summarized Agency financial results through September as provided in the board book materials.

#### Revolving Credit Agreement

The Revolving Credit Agreement annual paydown of \$2.55 million for 2025 was completed on October 29, 2025.

#### Cash Distribution Preliminary Estimate as of October 31, 2025

An estimate of members' share of the upcoming one-time cash distribution, which will be issued in January 2026, was shared with the members.

### **President's Report:**

Mr. Moulton reported:

- SMMPA Staff Recognition: SMMPA staff members recognized were Seth Koneczny and Ben Ziegler for the transmission updates, and Beth Fondell, Deb Donahue, and Sandy Feehan for handling the salary review process with Korn Ferry.

**Executive Director & CEO's Report:**

Mr. Geschwind reported:

- SMMPA Board Retreat: The SMMPA Board Retreat will be held November 20-21, 2025 at the Mystic Lake Casino Hotel, Prior Lake, Minnesota.

**Member Forum:**

Mr. Sutton thanked New Prague for hosting the SMMPA Diesel Workshop on October 29, 2025.

**Other Business:**

There was no other business.

**Adjourn:**

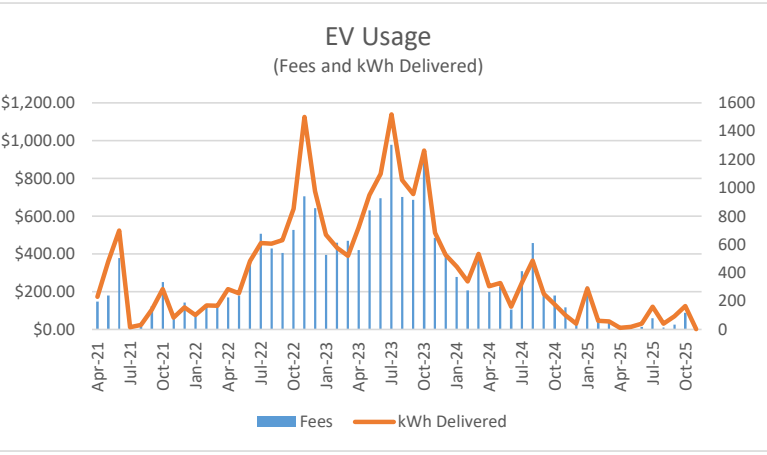
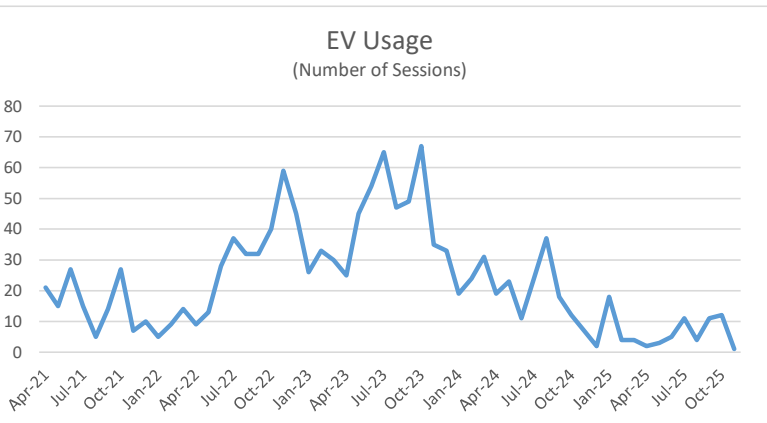
A motion to adjourn the meeting was made by Mr. McCollough, seconded by Mr. Bakken, passed upon a unanimous vote of the board members present.

The meeting was adjourned at 12:15 p.m.

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Secretary

| EV Usage Tracking |          |          |               |
|-------------------|----------|----------|---------------|
|                   | Sessions | Fees     | kWh Delivered |
| Apr-21            | 21       | \$148.80 | 230           |
| May-21            | 15       | \$180.40 | 481           |
| Jun-21            | 27       | \$377.66 | 699           |
| Jul-21            | 15       | \$9.30   | 15            |
| Aug-21            | 5        | \$16.85  | 32            |
| Sep-21            | 14       | \$122.59 | 141           |
| Oct-21            | 27       | \$251.58 | 286           |
| Nov-21            | 7        | \$69.69  | 84            |
| Dec-21            | 10       | \$143.28 | 157           |
| Jan-22            | 5        | \$76.49  | 101           |
| Feb-22            | 9        | \$129.90 | 171           |
| Mar-22            | 14       | \$127.30 | 167           |
| Apr-22            | 9        | \$170.06 | 286           |
| May-22            | 13       | \$179.85 | 256           |
| Jun-22            | 28       | \$360.46 | 482           |
| Jul-22            | 37       | \$505.76 | 610           |
| Aug-22            | 32       | \$429.69 | 605           |
| Sep-22            | 32       | \$406.48 | 630           |
| Oct-22            | 40       | \$527.07 | 852           |
| Nov-22            | 59       | \$705.45 | 1502          |
| Dec-22            | 45       | \$642.63 | 976           |
| Jan-23            | 26       | \$394.62 | 669           |
| Feb-23            | 33       | \$458.20 | 578           |
| Mar-23            | 30       | \$470.00 | 520           |
| Apr-23            | 25       | \$419.86 | 720           |
| May-23            | 45       | \$630.76 | 948           |
| Jun-23            | 54       | \$694.77 | 1099          |
| Jul-23            | 65       | \$977.76 | 1519          |
| Aug-23            | 47       | \$702.59 | 1057          |
| Sep-23            | 49       | \$686.59 | 956           |
| Oct-23            | 67       | \$919.29 | 1264          |
| Nov-23            | 35       | \$483.85 | 684           |
| Dec-23            | 33       | \$411.24 | 528           |
| Jan-24            | 19       | \$278.67 | 443           |
| Feb-24            | 24       | \$207.51 | 338           |
| Mar-24            | 31       | \$395.59 | 534           |
| Apr-24            | 19       | \$198.00 | 305           |
| May-24            | 23       | \$226.64 | 328           |
| Jun-24            | 11       | \$105.11 | 159           |
| Jul-24            | 24       | \$309.34 | 333           |
| Aug-24            | 37       | \$457.72 | 487           |
| Sep-24            | 18       | \$204.57 | 251           |
| Oct-24            | 12       | \$179.30 | 176           |
| Nov-24            | 7        | \$117.15 | 99            |
| Dec-24            | 2        | \$47.30  | 42            |
| Jan-25            | 18       | \$226.78 | 289           |
| Feb-25            | 4        | \$55.50  | 60            |
| Mar-25            | 4        | \$46.77  | 57            |
| Apr-25            | 2        | \$2.48   | 11            |
| May-25            | 3        | \$4.80   | 17            |
| Jun-25            | 5        | \$12.59  | 42            |
| Jul-25            | 11       | \$59.41  | 159           |
| Aug-25            | 4        | \$10.36  | 41            |
| Sep-25            | 11       | \$25.34  | 93            |
| Oct-25            | 12       | \$89.52  | 165           |
| Nov-25            | 1        | \$1.27   | 2             |



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## MEMORANDUM 25-47

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TO: Princeton Public Utilities Commission  
FROM: Keith R. Butcher, General Manager  
SUBJECT: Third Street Feasibility Report  
DATE: December 17, 2025

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### ITEM SUMMARY

Presentation of Third Street Feasibility Report.

### BACKGROUND

Attached the feasibility report for infrastructure improvements on third street. This is anticipated to be a 2026 project.

Upon final review, staff noticed that WSB had increased the contingency factor from 10% in the 7<sup>th</sup> Street / CSAH 4 project to 20% on this project. After discussions with both City staff and WSB, we could not find a clear rationale for the increase. Staff are therefore recommending acceptance of the report with a modification to lower the contingency factor to 10%. Staff believe this will provide a better estimate for anticipated project costs in 2026.

### SUGGESTED MOTION

“The Commission accepts the Third Street Feasibility Report with a 10% contingency factor.”



## FEASIBILITY REPORT

### NORTH 3<sup>RD</sup> STREET RECONSTRUCTION

CITY OF PRINCETON | MILLE LACS CO., MN

December 11, 2025

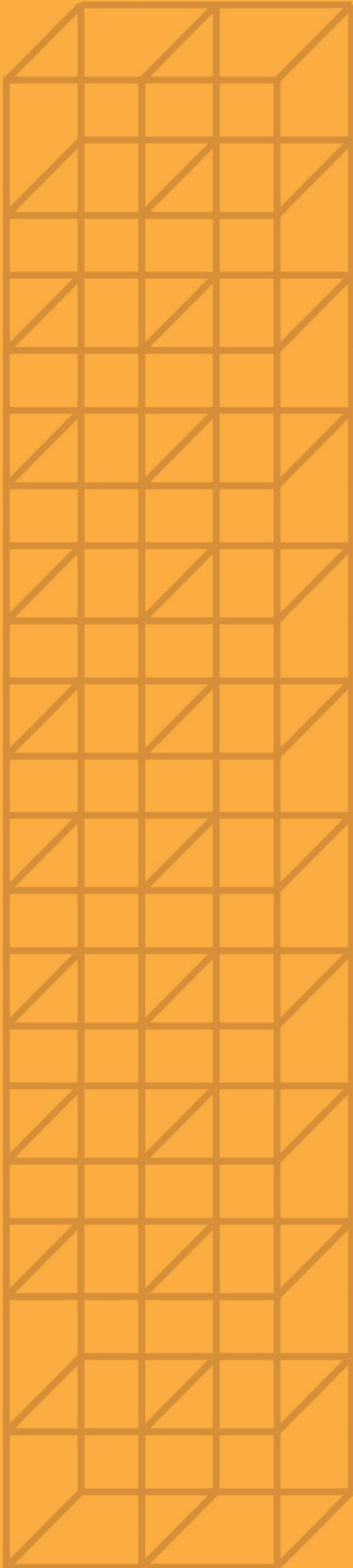
Prepared for:

City of Princeton

705 North 2<sup>nd</sup> Street

Princeton, MN 55371

WSB PROJECT NO. 030895-000





December 11, 2025

Honorable Mayor and City Council Members  
City of Princeton  
705 North 2<sup>nd</sup> Street  
Princeton, MN 55371

Re: Feasibility Report  
North 3<sup>rd</sup> Street Reconstruction  
City of Princeton, MN  
WSB Project No. 030895-000

Dear Honorable Mayor and City Council Members:

Transmitted herewith for your review is a feasibility report which addresses improvements associated with the North 3<sup>rd</sup> Street Reconstruction Project.

We would be happy to discuss this report with you at your convenience. Please contact me at 320.241.6853 if you have any questions or concerns.

Sincerely,

WSB

A handwritten signature in black ink that reads "Kevin L. Kruger". The signature is written in a cursive, slightly slanted style.

Kevin Kruger, PE  
Sr. Project Manager

Attachment



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## Appendix A

- Figure 1 – Project Location
- Figure 2A – Existing Watermain
- Figure 2B – Existing Sanitary Sewer
- Figure 2C – Existing Storm Sewer
- Figure 3A – Proposed Watermain
- Figure 3B – Proposed Sanitary Sewer
- Figure 3C – Proposed Storm Sewer
- Figure 4 – Proposed Cross Section

## Appendix B

Opinion of Probable Cost

## Appendix C

Geotechnical Report



## Certification Sheet

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly licensed professional engineer under the laws of the State of Minnesota.

Kevin Kruger, PE

*Kevin L. Kruger*

Date: December 11, 2025

Lic. No. 57791



## Executive Summary

Pavement improvements for North 3<sup>rd</sup> Street have been identified by the City of Princeton as a priority in the City of Princeton Capital Improvement Plan (CIP).

Proposed improvements include the reconstruction of North 3<sup>rd</sup> Street to an urban roadway section, which would include curb and gutter, an 8-foot-wide parking lane, 5-foot-wide boulevard, and 6-foot-wide concrete sidewalk.

Proposed utility improvements include the following:

- New urban roadway with curb and gutter and storm sewer
- Full removal of existing sanitary sewer pipe and installation of new 8-inch and 10-inch polyvinyl chloride (PVC) pipe
- Full removal of existing watermain and installation of new 8-inch PVC watermain pipe
- Replacement of both sanitary sewer and water services to the right-of-way

A project location map can be found on **Figure 1** in **Appendix A**.

The total estimated project cost for the North 3<sup>rd</sup> Street Reconstruction Project is **\$4,001,902**, which includes a 20% contingency and 25% indirect costs. Funding for the project will be through a combination of Municipal State Aid funds, utility funds, and other City funds.

The project is feasible, necessary, and cost-effective from an engineering standpoint and should be constructed as proposed herein.



## Introduction

### Authorization

The preparation of this report was authorized by the City Council on June 26, 2025 for improvements to North 3<sup>rd</sup> Street.

### Scope

This feasibility report addresses the reconstruction of North 3<sup>rd</sup> Street from 14<sup>th</sup> Avenue North to 7<sup>th</sup> Avenue North, which will include street, sidewalk, sanitary sewer, watermain, and storm sewer improvements.

### Data Available

Information and materials used in the preparation of this report include the following:

- Geotechnical Report dated November 6, 2025
- Utility Record Drawings
- Topographic Survey
- Field Observations and Discussions with City Staff



## Existing Conditions

### Surface

North 3<sup>rd</sup> Street is a local street that begins at the entrance of the Mille Lacs County Fairgrounds at 14<sup>th</sup> Avenue North and continues east to North Rum River Drive (CSAH 29). The limits for this project extend from 14<sup>th</sup> Avenue North to 7<sup>th</sup> Avenue North. Between 13<sup>th</sup> Avenue North and 7<sup>th</sup> Avenue North, North 3<sup>rd</sup> Street is a part of the Municipal State Aid Street (MSAS) system, and any improvements will need to meet the requirements of State Aid Standards.

Existing North 3<sup>rd</sup> Street is a rural two-lane roadway measuring between 33 and 45 feet in width with on-street parking utilized in both the east and west directions, and several driveways that provide access to residential homes. The existing roadway is aging and experiencing different severities of distress. There is currently a sidewalk on the north side corridor between 10<sup>th</sup> Avenue North and 7<sup>th</sup> Avenue North, with no other sidewalks throughout the corridor.

Mille Lacs County Fairgrounds is located at the intersection of 14<sup>th</sup> Avenue North and North 3<sup>rd</sup> Street on the far west edge of the project boundary. There are accessible parking spots for the Fairgrounds off the north edge of the road from 14<sup>th</sup> Avenue North to just east of the midblock.

Under existing conditions, stormwater runoff from North 3<sup>rd</sup> Street primarily drains to pervious (grassed) areas adjacent to the roadway. At the intersection of North 3<sup>rd</sup> Street and 11<sup>th</sup> Avenue North are a series of catch basins that convey water from the south through a system on North 3<sup>rd</sup> Street between 11<sup>th</sup> Avenue North and 10<sup>th</sup> Avenue North then north to a discharge point. Between 7<sup>th</sup> Avenue North and 10<sup>th</sup> Avenue North, curb is intermittent on the north and south sides of the roadway controlling stormwater runoff to a series of catch basins at the intersection of North 3<sup>rd</sup> Street and 7<sup>th</sup> Avenue North that convey water north to a discharge point.

Soil borings were collected in July 2025. The geotechnical report is included in **Appendix C**, and boring logs were used to determine the underlying materials and provide a pavement recommendation. WSB completed four soil borings to a depth of 15 feet to determine soil condition to the depth of the existing sanitary sewer. Each boring was conducted through the existing roadway pavement, and each boring found between 2 and 3 inches of bituminous asphalt, followed by between 5 and 6 inches of aggregate base material. The underlying soils in all borings consisted of sand/silty sand. With these relatively shallow borings, groundwater was not found in any of the borings.

### Watermain

The Princeton water supply system is operated by Princeton Public Utilities (PPU). PPU has a hydraulic computer model of the water distribution system that was recently updated and calibrated in 2023 as part of the Comprehensive Water System Plan. The model indicates that during maximum day water demand the pressure in the study area varies from 45 to 50 pounds per square inch (psi), and the available fire flows at a residential pressure of 20 psi vary between 2,500 and 3,500 gallons



per minute (gpm). These are within Ten State Standards and American Water Works Association (AWWA) criteria for residential service.

The existing watermain in the study area includes 6-inch and 8-inch-diameter pipe as shown on **Figure 2A** in **Appendix A**. Although not indicated on as-builts, the existing pipe material is likely ductile iron pipe (DIP), with a lifespan of 50 to 75 years.

### Sanitary Sewer

The existing sanitary sewer in the study area is 8-inch and 10-inch vitrified clay pipe (VCP) as shown on **Figure 2B** in **Appendix A**. The existing invert elevations were surveyed in July 2025, and the slopes of individual segments vary but are 0.36% on average.

### Storm Sewer

The existing storm sewer in the study area ranges from 12-inch to 36-inch reinforced concrete pipe (RCP) as shown on **Figure 2C** in **Appendix A**. As noted previously, under existing conditions, stormwater runoff from North 3<sup>rd</sup> Street primarily drains to pervious (grassed) areas adjacent to the roadway to drop inlet structures. Drainage on North 3<sup>rd</sup> Street from the western study boundary drains east down North 3<sup>rd</sup> Street until it is picked up in storm sewer inlets near 11<sup>th</sup> Avenue North. Storm sewer runs east to 10<sup>th</sup> Avenue North where it turns north and eventually discharges to the West Branch Rum River. Drainage from North 3<sup>rd</sup> Street east of 10<sup>th</sup> Avenue North drains east to inlets just west of the intersection with 7<sup>th</sup> Avenue North. Storm sewer continues east to 7<sup>th</sup> Avenue North where it turns north and discharges to just south of Highway 95, eventually draining to the West Branch Rum River.

### Private Utilities

Existing private utilities are located throughout the length of the project corridor. Generally, fiber optic and gas run on the south side of the road. Electric lines are on power poles that are on the north side of the roadway between 7<sup>th</sup> Avenue North and 11<sup>th</sup> Avenue North and then switch to the south side between 11<sup>th</sup> Avenue North and 14<sup>th</sup> Avenue North.



## Proposed Improvements

### Surface

North 3<sup>rd</sup> Street is proposed to be reconstructed from 14<sup>th</sup> Avenue North to 7<sup>th</sup> Avenue North, approximately 2,600 linear feet.

The roadway will be designed to meet State Aid Standards and is proposed to be a two-lane roadway, with parking and sidewalk on the north side. Surface improvements recommended are intended to extend the life of the existing roadway system while providing proper drainage and improving the quality of the roadways.

Under proposed conditions, a storm sewer collection system will drain and convey stormwater runoff from the project area.

The roadway cross section will be designed to be an urban section. This will include 12-foot eastbound and westbound lanes, and the north side will have an 8-foot-wide parking lane, 5-foot-wide boulevard, and 6-foot-wide concrete sidewalk.

The parking for the Fairgrounds on the north side of North 3<sup>rd</sup> Street from 14<sup>th</sup> Avenue North, west to the midblock is proposed to be removed from the street-side and relocated within the Fairgrounds. During final design, coordination will be required with members of the Fair Board to further determine where the parking will be relocated.

### Watermain

The existing watermain in the study area has reached the end of its useful life and should be replaced and upsized according to new standards with new 8-inch PVC watermain as shown in **Figure 3A** in **Appendix A**. As detailed on Figure 9 of the Comprehensive Water System Plan, there is a trunk system to the north of North 3<sup>rd</sup> Street. Therefore, the new watermain in the study area does not need to be sized for trunk distribution.

### Sanitary Sewer

The Comprehensive Sanitary Sewer Plan evaluated the pipe capacity for sanitary sewer within the project limits. The existing network receives flow from the 1<sup>st</sup> Street Lift Station at the intersection of 11<sup>th</sup> Avenue North and North 3<sup>rd</sup> Street; however, the comprehensive plan does indicate a drop in residual capacity in the sanitary sewer between 11<sup>th</sup> Avenue North and 10<sup>th</sup> Avenue North. Final design should consider upsizing the sewer pipe between these two intersections.

The depth of the current sanitary sewer varies between 10 and 14 feet. The recommendation is to keep similar depth with the proposed sewer, keeping in the range of 0.36% slope on average.

The proposed sizing and material are 8-inch PVC between 14<sup>th</sup> Avenue North and 11<sup>th</sup> Avenue North with 10-inch PVC from 11<sup>th</sup> Avenue North to 7<sup>th</sup> Avenue North as shown in **Figure 3B** in **Appendix A**.



## Storm Sewer

The existing storm sewer within the project area is proposed to be removed and reconstructed in line with an urban street design and to meet State Aid requirements. Storm sewer is proposed to pick up drainage within the gutter and run under the proposed curb line within the roadway as shown on **Figure 3C** in **Appendix A**. Additional inlets along North 3<sup>rd</sup> Street are required to meet State Aid spread requirements based on the roadway cross section, speed limit, and projected ADT. Proposed storm sewer within North 3<sup>rd</sup> Street will connect to the existing storm sewer at 10<sup>th</sup> Avenue North and 7<sup>th</sup> Avenue North as it does in existing conditions and drain to the same ultimate discharge points. Proposed storm sewer ranges from 12-inch to 27-inch RCP in line with the existing storm sewer within the study area.

Water quality requirements are not triggered with the project under the NPDES permit since the project will not increase impervious by an acre or more. Note that Princeton is not an MS4 community and the project is not located within a regulatory watershed's jurisdiction. Though not required, as part of the final design of the project, strategic locations for linear boulevard infiltration will be evaluated to maximize volume reduction and water quality treatment within the project area prior to downstream discharge points.

## Permits

Permits required as part of the proposed improvements are anticipated as follows:

- MPCA General Storm Permit (NPDES)
- Minnesota Department of Health
- State Aid Plan Review



## Financing

### Opinion of Probable Cost

A detailed opinion of probable cost for the proposed improvements can be found in **Appendix B** of this report. These opinions of probable cost incorporate 2026 construction costs and include a 20% construction contingency and 25% indirect costs. The indirect costs include legal, engineering, administrative, and financing items. A summary table of the proposed project costs for the reconstruction of North 3<sup>rd</sup> Street is shown below in **Table 1**. The total estimated project cost is **\$4,001,902**.

**TABLE 1**  
**Proposed Project Costs**  
**North 3<sup>rd</sup> Street Reconstruction Project**

| Schedule                    | Total              |
|-----------------------------|--------------------|
| Schedule A – Roadway        | \$1,826,769        |
| Schedule B – Sanitary Sewer | \$854,937          |
| Schedule C – Storm Sewer    | \$508,238          |
| Schedule D – Watermain      | \$811,958          |
| <b>Total Project Cost</b>   | <b>\$4,001,902</b> |

## Funding

A summary of the proposed funding is presented below in **Table 2**.

**TABLE 2**  
**Proposed Project Funding**

| Schedule       | Municipal State Aid | City Street Funds  | Sanitary Sewer Fund | PUC              | Total              |
|----------------|---------------------|--------------------|---------------------|------------------|--------------------|
| Sanitary Sewer |                     |                    | \$854,937           |                  | <b>\$854,937</b>   |
| Watermain      |                     |                    |                     | \$811,958        | <b>\$811,958</b>   |
| Roadway        | \$873,963*          | \$952,806          |                     |                  | <b>\$1,826,769</b> |
| Storm Sewer    |                     | \$508,238**        |                     |                  | <b>\$508,238</b>   |
| <b>Total</b>   | <b>\$873,963</b>    | <b>\$1,461,044</b> | <b>\$854,937</b>    | <b>\$811,958</b> | <b>\$4,001,902</b> |

\* *Municipal State Aid dollars can be advanced to borrow additional dollars against future allocations*

\*\* *Funding opportunity is available through a future Storm Water Utility Fee*



## **Necessity and Effectiveness**

This project consists of the reconstruction of North 3<sup>rd</sup> Street from 14<sup>th</sup> Avenue North to 7<sup>th</sup> Avenue North. It includes the full replacement of street and utilities in accordance with State Aid Standards.

It is the recommendation of City staff that this project is feasible, necessary, and cost-effective from an engineering standpoint.



# Project Schedule

The proposed schedule is as follows:

| Task Description  | Completion Date   |
|---|-------------------|
| <b>Feasibility Report</b>   |                   |
| City Council Authorized Feasibility Study                           | June 26, 2025     |
| City Council Accepts Report and Authorizes Plans and Specifications | December 11, 2025 |
| <b>Final Design</b>   |                   |
| City Council Approves Plans and Authorizes Advertizement for Bids   | February 2026     |
| Open Bids   | March 2026        |
| Award Contract  | April 2026        |
| <b>Construction</b>   |                   |
| Begin Construction  | May 2026          |
| Substantial Completion  | August 2026       |
| Final Completion  | November 2026     |



## Feasibility and Recommendation

This project consists of the reconstruction of North 3<sup>rd</sup> Street from 14<sup>th</sup> Avenue North to 7<sup>th</sup> Avenue North. It includes the full replacement of sanitary sewer and watermain, the addition of pedestrian facilities, and reconstruction of the road surface.

This project is feasible, necessary, and cost-effective from an engineering standpoint. The project feasibility is subject to financial review by the City. Based on the information contained in this report, it is recommended to proceed with the improvements as outlined in this report.



## **Appendix A**

**Figure 1 – Project Location**

**Figure 2A – Existing Watermain**

**Figure 2B – Existing Sanitary Sewer**

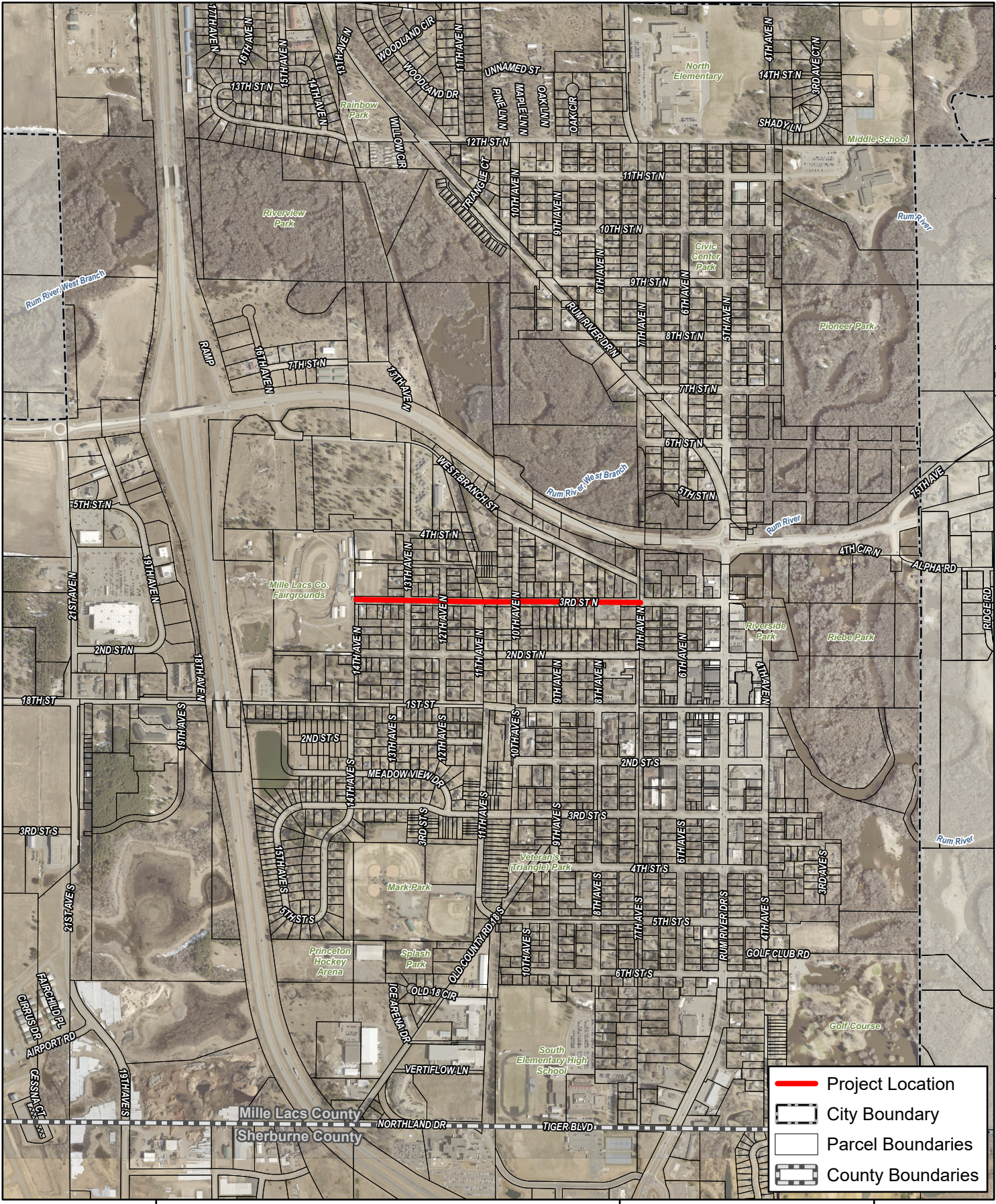
**Figure 2C – Existing Storm Sewer**

**Figure 3A – Proposed Watermain**

**Figure 3B – Proposed Sanitary Sewer**

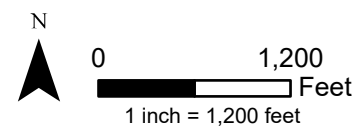
**Figure 3C – Proposed Storm Sewer**

**Figure 4 – Proposed Cross Section**



### Figure 1 - Project Location

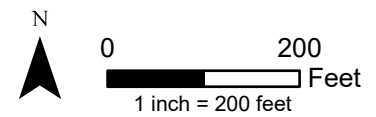
North 3rd Street Reconstruction  
City of Princeton, Minnesota











**Figure 2A - Existing Watermain**

North 3rd Street Reconstruction  
City of Princeton, Minnesota






|   |                        |
|---|------------------------|
|  | Project Location       |
|  | Parcel Boundaries      |
| <b>Existing Sanitary Utilities</b>  |                        |
|  | Sewer Manholes         |
|  | Sewer Lateral          |
|  | Sanitary Sewer Lines   |
|  | Sewer Pressurized Main |

**Figure 2B - Existing Sanitary Sewer**

North 3rd Street Reconstruction  
City of Princeton, Minnesota

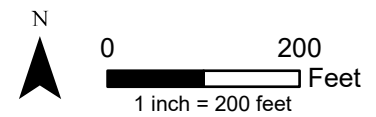
N  
  
0 200  
Feet  
1 inch = 200 feet





**Figure 2C - Existing Storm Sewer**

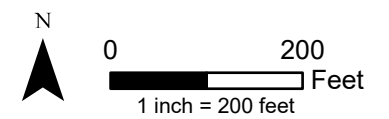
North 3rd Street Reconstruction  
City of Princeton, Minnesota





**Figure 3A - Proposed Watermain**

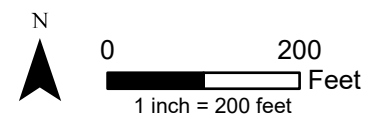
North 3rd Street Reconstruction  
City of Princeton, Minnesota





**Figure 3B - Proposed Sanitary Sewer**

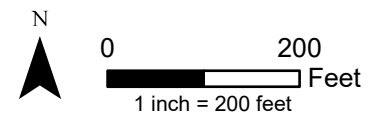
North 3rd Street Reconstruction  
City of Princeton, Minnesota

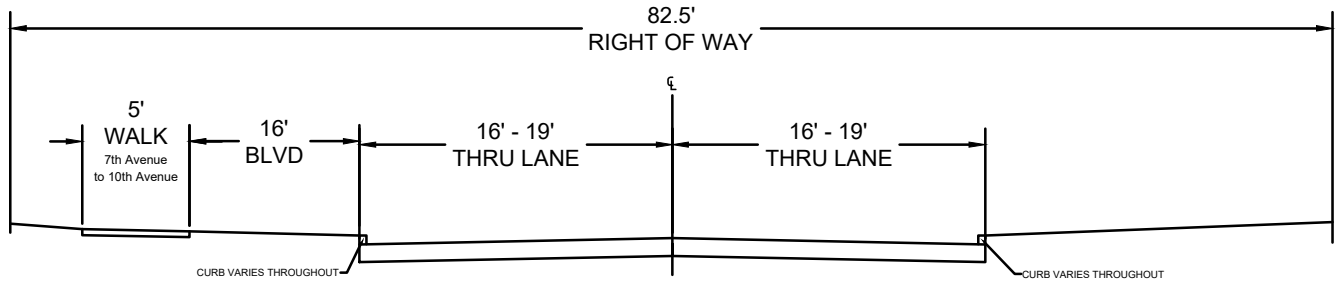




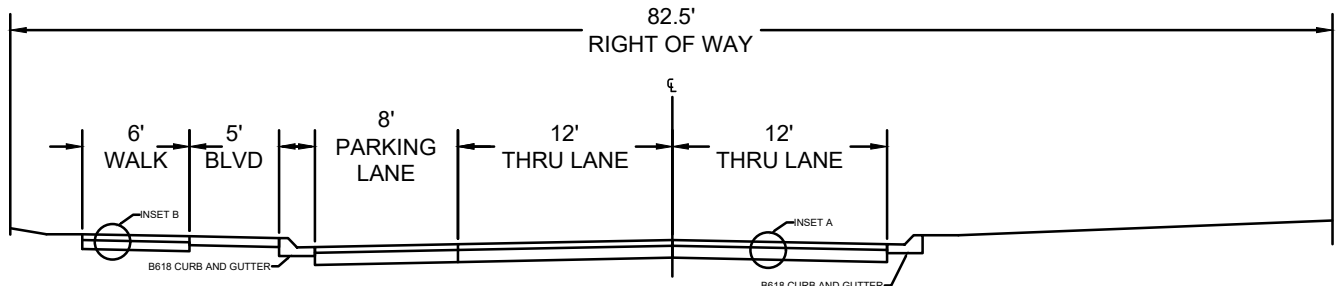
**Figure 3C - Proposed Storm Sewer**

North 3rd Street Reconstruction  
City of Princeton, Minnesota

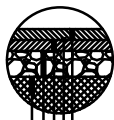




NORTH 3RD STREET  
EXISTING TYPICAL SECTION  
NOT TO SCALE



NORTH 3RD STREET  
PROPOSED TYPICAL SECTION  
NOT TO SCALE



**INSET A**  
PROPOSED PAVEMENT SECTION

- SPEC 2360 2" TYPE SP 9.5 WEARING COURSE MIX (SPWEA340C)
- 2357 BITUMINOUS TACK COAT (INCIDENTAL)
- SPEC 2360 2" TYPE SP 9.5 WEARING COURSE MIX (SPWEA340C)
- 8" AGGREGATE BASE CLASS 5
- EXISTING SUBGRADE



**INSET B**  
PROPOSED WALK SECTION

- 4" CONCRETE WALK (MNDOT 3F52)
- 6" AGGREGATE BASE CLASS 5 (MNDOT 3138) (INCIDENTAL)
- EXISTING SUBGRADE

C:\Users\jgranger\OneDrive\Documents\WSB\030895-000\Project Files\05\_Discipline\Roadway\Exhibits\Cross Section Figure - Feasibility.dwg 11/4/2025 1:38:08 PM



WSB PROJECT NO.:  
030895-000

NORTH 3RD STREET RECONSTRUCTION  
PROPOSED CROSS SECTION  
CITY OF PRINCETON

FIGURE 4



## **Appendix B**

### **Opinion of Probable Cost**

OPINION OF PROBABLE COST

WSB Project: NORTH 3RD STREET RECONSTRUCTION  
 Project Location: PRINCETON  
 City Project No.: 0  
 WSB Project No. 030895-000

Design By: JAG  
 Checked By: JDE

Date: 11/4/2025

| MNDOT SPECIFICATION NO.   | DESCRIPTION                            | UNIT | ESTIMATED UNIT PRICE | ESTIMATED TOTAL QUANTITY | ESTIMATED TOTAL COST | SURFACE QUANTITIES |                 | WATERMAIN QUANTITIES |                | SANITARY QUANTITIES |                | STORM QUANTITIES   |                |
|---------------------------|--|------|----------------------|--------------------------|----------------------|--------------------|-----------------|----------------------|----------------|---------------------|----------------|--------------------|----------------|
|                           |  |      |                      |                          |                      | ESTIMATED QUANTITY | ESTIMATED COST  | ESTIMATED QUANTITY   | ESTIMATED COST | ESTIMATED QUANTITY  | ESTIMATED COST | ESTIMATED QUANTITY | ESTIMATED COST |
| 2021.501                  | MOBILIZATION                           | LS   | \$ 127,000.00        | 1.00                     | \$ 127,000.00        | 0.25               | \$ 31,750.00    | 0.25                 | \$ 31,750.00   | 0.25                | \$ 31,750.00   | 0.25               | \$ 31,750.00   |
| 2101.502                  | CLEARING                               | EACH | \$ 500.00            | 20                       | \$ 10,000.00         | 20                 | \$ 10,000.00    | 0                    | \$ -           | 0                   | \$ -           | 0                  | \$ -           |
| 2101.502                  | GRUBBING                               | EACH | \$ 400.00            | 20                       | \$ 8,000.00          | 20                 | \$ 8,000.00     | 0                    | \$ -           | 0                   | \$ -           | 0                  | \$ -           |
| 2104.502                  | REMOVE CURB STOP & BOX                 | EACH | \$ 500.00            | 40                       | \$ 20,000.00         | 0                  | \$ -            | 40                   | \$ 20,000.00   | 0                   | \$ -           | 0                  | \$ -           |
| 2104.502                  | REMOVE HYDRANT                         | EACH | \$ 1,000.00          | 6                        | \$ 6,000.00          | 0                  | \$ -            | 6                    | \$ 6,000.00    | 0                   | \$ -           | 0                  | \$ -           |
| 2104.502                  | REMOVE SIGN                            | EACH | \$ 50.00             | 25                       | \$ 1,250.00          | 25                 | \$ 1,250.00     | 0                    | \$ -           | 0                   | \$ -           | 0                  | \$ -           |
| 2104.502                  | SALVAGE MAIL BOX SUPPORT               | EACH | \$ 150.00            | 40                       | \$ 6,000.00          | 40                 | \$ 6,000.00     | 0                    | \$ -           | 0                   | \$ -           | 0                  | \$ -           |
| 2104.503                  | SAWING BIT PAVEMENT (FULL DEPTH)       | L.F  | \$ 3.50              | 1300                     | \$ 4,550.00          | 1300               | \$ 4,550.00     | 0                    | \$ -           | 0                   | \$ -           | 0                  | \$ -           |
| 2104.503                  | REMOVE WATER MAIN                      | L.F  | \$ 5.00              | 3413                     | \$ 17,065.00         | 0                  | \$ -            | 3413                 | \$ 17,065.00   | 0                   | \$ -           | 0                  | \$ -           |
| 2104.503                  | REMOVE SEWER PIPE (STORM)              | L.F  | \$ 15.00             | 930                      | \$ 13,950.00         | 0                  | \$ -            | 0                    | \$ -           | 0                   | \$ -           | 930                | \$ 13,950.00   |
| 2104.503                  | REMOVE SEWER PIPE (SANITARY)           | L.F  | \$ 10.00             | 2720                     | \$ 27,200.00         | 0                  | \$ -            | 0                    | \$ -           | 2720                | \$ 27,200.00   | 0                  | \$ -           |
| 2104.503                  | REMOVE WATER SERVICE PIPE              | L.F  | \$ 7.50              | 1600                     | \$ 12,000.00         | 0                  | \$ -            | 1600                 | \$ 12,000.00   | 0                   | \$ -           | 0                  | \$ -           |
| 2104.504                  | REMOVE CONCRETE DRIVEWAY PAVEMENT      | S.Y  | \$ 24.15             | 373                      | \$ 9,007.95          | 373                | \$ 9,007.95     | 0                    | \$ -           | 0                   | \$ -           | 0                  | \$ -           |
| 2104.504                  | REMOVE BITUMINOUS DRIVEWAY PAVEMENT    | S.Y  | \$ 6.00              | 778                      | \$ 4,668.00          | 778                | \$ 4,668.00     | 0                    | \$ -           | 0                   | \$ -           | 0                  | \$ -           |
| 2104.504                  | REMOVE BITUMINOUS PAVEMENT             | S.Y  | \$ 4.00              | 12445                    | \$ 49,780.00         | 12445              | \$ 49,780.00    | 0                    | \$ -           | 0                   | \$ -           | 0                  | \$ -           |
| 2104.518                  | REMOVE CONCRETE WALK                   | S.F  | \$ 1.50              | 4000                     | \$ 6,000.00          | 4000               | \$ 6,000.00     | 0                    | \$ -           | 0                   | \$ -           | 0                  | \$ -           |
| 2104.604                  | REMOVE GRAVEL DRIVEWAY                 | S.Y  | \$ 10.00             | 373                      | \$ 3,730.00          | 373                | \$ 3,730.00     | 0                    | \$ -           | 0                   | \$ -           | 0                  | \$ -           |
| 2104.618                  | SALVAGE CONCRETE PAVERS                | S.F  | \$ 15.00             | 236                      | \$ 3,540.00          | 236                | \$ 3,540.00     | 0                    | \$ -           | 0                   | \$ -           | 0                  | \$ -           |
| 2108.507                  | EXCAVATION - COMMON                    | C.Y  | \$ 15.00             | 4589                     | \$ 68,835.00         | 4589               | \$ 68,835.00    | 0                    | \$ -           | 0                   | \$ -           | 0                  | \$ -           |
| 2108.601                  | DEWATERING                             | LS   | \$ 40,000.00         | 1.00                     | \$ 40,000.00         | 0                  | \$ -            | 0.50                 | \$ 20,000.00   | 0.50                | \$ 20,000.00   | 0.00               | \$ -           |
| 2108.604                  | GEOTEXTILE FABRIC TYPE 5               | S.Y  | \$ 5.00              | 13167                    | \$ 65,835.00         | 13167              | \$ 65,835.00    | 0                    | \$ -           | 0                   | \$ -           | 0                  | \$ -           |
| 2211.507                  | AGGREGATE BASE (CVI CLASS 5)           | C.Y  | \$ 35.00             | 2793                     | \$ 97,755.00         | 2793               | \$ 97,755.00    | 0                    | \$ -           | 0                   | \$ -           | 0                  | \$ -           |
| 2360.509                  | TYPE SP 12.5 WEARING COURSE MX (3.C)   | TN   | \$ 95.00             | 3221                     | \$ 305,955.00        | 3221               | \$ 305,955.00   | 0                    | \$ -           | 0                   | \$ -           | 0                  | \$ -           |
| 2503.503                  | 8" PVC PIPE SEWER                      | L.F  | \$ 80.00             | 1628                     | \$ 130,240.00        | 0                  | \$ -            | 0                    | \$ -           | 1628                | \$ 130,240.00  | 0                  | \$ -           |
| 2503.503                  | 10" PVC PIPE SEWER                     | L.F  | \$ 100.00            | 1229                     | \$ 122,900.00        | 0                  | \$ -            | 0                    | \$ -           | 1229                | \$ 122,900.00  | 0                  | \$ -           |
| 2503.503                  | 15" RC PIPE SEWER DES 3006 CL V        | L.F  | \$ 75.00             | 2783                     | \$ 208,725.00        | 0                  | \$ -            | 0                    | \$ -           | 0                   | \$ -           | 2783               | \$ 208,725.00  |
| 2503.601                  | TEMPORARY BYPASS PUMPING               | LS   | \$ 20,000.00         | 1.00                     | \$ 20,000.00         | 0                  | \$ -            | 0                    | \$ -           | 1                   | \$ 20,000.00   | 0                  | \$ -           |
| 2503.602                  | RECONNECT SANITARY SEWER SERVICE       | EACH | \$ 800.00            | 40                       | \$ 32,000.00         | 0                  | \$ -            | 0                    | \$ -           | 40                  | \$ 32,000.00   | 0                  | \$ -           |
| 2503.602                  | CONNECT TO EXISTING SANITARY SEWER     | EACH | \$ 2,500.00          | 8                        | \$ 20,000.00         | 0                  | \$ -            | 0                    | \$ -           | 8                   | \$ 20,000.00   | 0                  | \$ -           |
| 2503.602                  | CONNECT TO EXISTING MANHOLES (SAN)     | EACH | \$ 2,500.00          | 1                        | \$ 2,500.00          | 0                  | \$ -            | 0                    | \$ -           | 1                   | \$ 2,500.00    | 0                  | \$ -           |
| 2503.602                  | PVC WYE                                | EACH | \$ 600.00            | 40                       | \$ 24,000.00         | 0                  | \$ -            | 0                    | \$ -           | 40                  | \$ 24,000.00   | 0                  | \$ -           |
| 2503.603                  | 4" PVC SANITARY SERVICE PIPE           | L.F  | \$ 30.00             | 1600                     | \$ 48,000.00         | 0                  | \$ -            | 0                    | \$ -           | 1600                | \$ 48,000.00   | 0                  | \$ -           |
| 2503.603                  | TELEWISE SANITARY SEWER                | L.F  | \$ 3.00              | 2856                     | \$ 8,568.00          | 0                  | \$ -            | 0                    | \$ -           | 2856                | \$ 8,568.00    | 0                  | \$ -           |
| 2504.601                  | TEMPORARY WATER SERVICE                | LS   | \$ 30,000.00         | 1.00                     | \$ 30,000.00         | 0                  | \$ -            | 0                    | \$ -           | 0                   | \$ -           | 0                  | \$ -           |
| 2504.602                  | RECONNECT WATER SERVICE                | EACH | \$ 250.00            | 40                       | \$ 10,000.00         | 0                  | \$ -            | 40                   | \$ 10,000.00   | 0                   | \$ -           | 0                  | \$ -           |
| 2504.602                  | CONNECT TO EXISTING WATER MAIN         | EACH | \$ 1,575.00          | 7                        | \$ 11,025.00         | 0                  | \$ -            | 7                    | \$ 11,025.00   | 0                   | \$ -           | 0                  | \$ -           |
| 2504.602                  | INSTALL HYDRANT                        | EACH | \$ 7,500.00          | 5                        | \$ 37,500.00         | 0                  | \$ -            | 5                    | \$ 37,500.00   | 0                   | \$ -           | 0                  | \$ -           |
| 2504.602                  | 1" CORPORATION STOP                    | EACH | \$ 600.00            | 40                       | \$ 24,000.00         | 0                  | \$ -            | 40                   | \$ 24,000.00   | 0                   | \$ -           | 0                  | \$ -           |
| 2504.602                  | 8" GATE VALVE & BOX                    | EACH | \$ 3,500.00          | 7                        | \$ 24,500.00         | 0                  | \$ -            | 7                    | \$ 24,500.00   | 0                   | \$ -           | 0                  | \$ -           |
| 2504.602                  | 1" CURB STOP                           | EACH | \$ 600.00            | 40                       | \$ 24,000.00         | 0                  | \$ -            | 40                   | \$ 24,000.00   | 0                   | \$ -           | 0                  | \$ -           |
| 2504.603                  | 1" TYPE K COPPER PIPE                  | L.F  | \$ 40.00             | 1600                     | \$ 64,000.00         | 0                  | \$ -            | 1600                 | \$ 64,000.00   | 0                   | \$ -           | 0                  | \$ -           |
| 2504.603                  | 8" WATERMAN                            | L.F  | \$ 55.00             | 3413                     | \$ 187,715.00        | 0                  | \$ -            | 3413                 | \$ 187,715.00  | 0                   | \$ -           | 0                  | \$ -           |
| 2504.608                  | DUCTILE IRON FITTINGS                  | LB   | \$ 15.00             | 1450                     | \$ 21,750.00         | 0                  | \$ -            | 1450                 | \$ 21,750.00   | 0                   | \$ -           | 0                  | \$ -           |
| 2506.502                  | CONST DRAINAGE STRUCTURE DESIGN SPEC 1 | EACH | \$ 3,000.00          | 7                        | \$ 21,000.00         | 0                  | \$ -            | 0                    | \$ -           | 7                   | \$ 21,000.00   | 0                  | \$ -           |
| 2506.502                  | CASTING ASSEMBLY                       | EACH | \$ 800.00            | 14                       | \$ 11,200.00         | 0                  | \$ -            | 0                    | \$ -           | 0                   | \$ -           | 14                 | \$ 11,200.00   |
| 2506.503                  | CONST DRAINAGE STRUCTURE DES 48-4020   | L.F  | \$ 600.00            | 72                       | \$ 43,200.00         | 0                  | \$ -            | 0                    | \$ -           | 0                   | \$ -           | 72                 | \$ 43,200.00   |
| 2506.503                  | CONST DRAINAGE STRUCTURE DES 60-4020   | L.F  | \$ 750.00            | 12                       | \$ 9,000.00          | 0                  | \$ -            | 0                    | \$ -           | 0                   | \$ -           | 12                 | \$ 9,000.00    |
| 2506.602                  | CASTING ASSEMBLY (SANITARY)            | EACH | \$ 800.00            | 9                        | \$ 7,200.00          | 0                  | \$ -            | 0                    | \$ -           | 9                   | \$ 7,200.00    | 0                  | \$ -           |
| 2506.603                  | CONSTRUCT 48" DIA SANITARY MANHOLE     | L.F  | \$ 700.00            | 108                      | \$ 75,600.00         | 0                  | \$ -            | 0                    | \$ -           | 108                 | \$ 75,600.00   | 0                  | \$ -           |
| 2521.518                  | 4" CONCRETE WALK                       | S.F  | \$ 8.00              | 13125                    | \$ 105,000.00        | 13125              | \$ 105,000.00   | 0                    | \$ -           | 0                   | \$ -           | 0                  | \$ -           |
| 2521.518                  | 6" CONCRETE WALK                       | S.F  | \$ 12.00             | 3465                     | \$ 41,580.00         | 3465               | \$ 41,580.00    | 0                    | \$ -           | 0                   | \$ -           | 0                  | \$ -           |
| 2531.504                  | 6" CONCRETE DRIVEWAY PAVEMENT          | S.Y  | \$ 70.00             | 532                      | \$ 37,240.00         | 532                | \$ 37,240.00    | 0                    | \$ -           | 0                   | \$ -           | 0                  | \$ -           |
| 2531.603                  | CONCRETE CURB & GUTTER                 | L.F  | \$ 20.00             | 5650                     | \$ 113,000.00        | 5650               | \$ 113,000.00   | 0                    | \$ -           | 0                   | \$ -           | 0                  | \$ -           |
| 2531.618                  | TRUNCATED DOMES                        | S.F  | \$ 55.00             | 189                      | \$ 10,395.00         | 189                | \$ 10,395.00    | 0                    | \$ -           | 0                   | \$ -           | 0                  | \$ -           |
| 2540.602                  | INSTALL MAIL BOX SUPPORT               | EACH | \$ 199.50            | 40                       | \$ 7,980.00          | 40                 | \$ 7,980.00     | 0                    | \$ -           | 0                   | \$ -           | 0                  | \$ -           |
| 2540.602                  | MAIL BOX                               | EACH | \$ 50.00             | 6                        | \$ 300.00            | 6                  | \$ 300.00       | 0                    | \$ -           | 0                   | \$ -           | 0                  | \$ -           |
| 2540.602                  | TEMPORARY MAIL BOX                     | EACH | \$ 85.00             | 40                       | \$ 3,400.00          | 40                 | \$ 3,400.00     | 0                    | \$ -           | 0                   | \$ -           | 0                  | \$ -           |
| 2540.618                  | INSTALL CONCRETE PAVERS                | S.F  | \$ 125.00            | 236                      | \$ 29,500.00         | 236                | \$ 29,500.00    | 0                    | \$ -           | 0                   | \$ -           | 0                  | \$ -           |
| 2564.601                  | TRAFFIC CONTROL                        | LS   | \$ 20,000.00         | 1.00                     | \$ 20,000.00         | 0                  | \$ -            | 0                    | \$ -           | 0                   | \$ -           | 0                  | \$ -           |
| 2564.518                  | SIGN PANELS TYPE C                     | S.F  | \$ 60.00             | 403                      | \$ 24,180.00         | 403                | \$ 24,180.00    | 0                    | \$ -           | 0                   | \$ -           | 0                  | \$ -           |
| 2564.518                  | SIGN PANELS TYPE SPECIAL               | S.F  | \$ 250.00            | 173                      | \$ 43,250.00         | 173                | \$ 43,250.00    | 0                    | \$ -           | 0                   | \$ -           | 0                  | \$ -           |
| 2573.501                  | STABILIZED CONSTRUCTION EXIT           | LS   | \$ 5,000.00          | 1.00                     | \$ 5,000.00          | 1                  | \$ 5,000.00     | 0                    | \$ -           | 0                   | \$ -           | 0                  | \$ -           |
| 2573.502                  | STORM DRAIN INLET PROTECTION           | EACH | \$ 175.00            | 33                       | \$ 5,775.00          | 33                 | \$ 5,775.00     | 0                    | \$ -           | 0                   | \$ -           | 0                  | \$ -           |
| 2573.503                  | SILT FENCE TYPE MS                     | L.F  | \$ 4.00              | 650                      | \$ 2,600.00          | 650                | \$ 2,600.00     | 0                    | \$ -           | 0                   | \$ -           | 0                  | \$ -           |
| 2573.503                  | SEDIMENT CONTROL LOG TYPE STRAW        | L.F  | \$ 4.00              | 5000                     | \$ 20,000.00         | 5000               | \$ 20,000.00    | 0                    | \$ -           | 0                   | \$ -           | 0                  | \$ -           |
| 2574.507                  | COMMON TOPSOIL BORROW                  | C.Y  | \$ 85.00             | 595                      | \$ 50,575.00         | 595                | \$ 50,575.00    | 0                    | \$ -           | 0                   | \$ -           | 0                  | \$ -           |
| 2575.605                  | SEEDING ACRE                           | ACRE | \$ 7,500.00          | 2.40                     | \$ 18,000.00         | 2.40               | \$ 18,000.00    | 0                    | \$ -           | 0                   | \$ -           | 0                  | \$ -           |
| 2582.503                  | 4" SOLID LINE PAINT                    | L.F  | \$ 1.50              | 2250                     | \$ 3,375.00          | 2250               | \$ 3,375.00     | 0                    | \$ -           | 0                   | \$ -           | 0                  | \$ -           |
| CONSTRUCTION TOTAL        |  |      |                      |                          |                      | \$ 2,667,933.95    | \$ 1,217,845.95 | \$ 541,395.00        | \$ 569,850.00  | \$ 338,825.00       | \$ 338,825.00  |                    |                |
| CONTINGENCY TOTAL (20%)   |  |      |                      |                          |                      | \$ 533,586.79      | \$ 243,569.19   | \$ 108,281.00        | \$ 113,971.00  | \$ 67,765.00        | \$ 67,765.00   |                    |                |
| SUBTOTAL                  |  |      |                      |                          |                      | \$ 3,201,520.74    | \$ 1,461,415.14 | \$ 649,556.00        | \$ 683,849.60  | \$ 406,590.00       | \$ 406,590.00  |                    |                |
| INDIRECT COST TOTAL (25%) |  |      |                      |                          |                      | \$ 800,380.19      | \$ 365,353.79   | \$ 162,391.50        | \$ 170,987.40  | \$ 101,647.50       | \$ 101,647.50  |                    |                |
| GRAND TOTAL               |  |      |                      |                          |                      | \$ 4,001,900.93    | \$ 1,826,768.93 | \$ 811,947.50        | \$ 854,937.00  | \$ 508,237.50       | \$ 508,237.50  |                    |                |

DISCLAIMER:  
 In review of this Opinion of Probable Cost, the Client understands that the Consultant has no control over the availability of labor, equipment or materials, market conditions, or the Contractor's method of pricing. This Opinion of Probable Cost is made on the basis of the Consultant's professional judgment and experience. The Consultant makes no warranty, expressed or implied, regarding the ultimate bids or negotiated cost of the Work.



## Appendix C

### Geotechnical Report



# GEOTECHNICAL REPORT

## 3<sup>RD</sup> STREET RECONSTRUCTION

PRINCETON, MINNESOTA

November 6, 2025

Prepared for:  
City of Princeton  
705 North 2nd Street  
Princeton, MN 55371

WSB PROJECT NO. 030895-000



# GEOTECHNICAL REPORT

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## 3<sup>RD</sup> STREET RECONSTRUCTION

FOR  
CITY OF PRINCETON

November 6, 2025



# GEOTECHNICAL REPORT

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## CERTIFICATION

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

  
Mark W. Osborn, PE

Date: November 6, 2025

Lic. No. 41362



November 6, 2025

Michele McPherson  
City Administrator  
City of Princeton  
705 North 2<sup>nd</sup> Street  
Princeton, MN 55371

Re: Geotechnical Report  
3<sup>rd</sup> Street Reconstruction  
Princeton, MN  
WSB Project No.: 030895-000

We have conducted a geotechnical subsurface exploration program for the above referenced project. This report contains our soil boring logs, an evaluation of the conditions encountered in the borings and our recommendations for subgrade improvements, underground utilities, pavement design, and other geotechnical related design and construction considerations.

If you have questions concerning this report or our recommendations, or regarding construction material testing for this project, please call us at 952.737.4660.

Sincerely,

WSB

  
Mark Osborn, PE  
Senior Geotechnical Engineer

  
Alex Haag, EIT  
Geotechnical Engineering Specialist

Attachment:  
Geotechnical Report

MWO/ams

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TITLE SHEET  
CERTIFICATION SHEET  
LETTER OF TRANSMITTAL  
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## Appendix A

Soil Boring Exhibit  
Logs of Test Borings  
Symbols and Terminology on Test Boring Log  
Notice to Report Users Boring Log Information  
Unified Soil Classification System (USCS)

# 1. INTRODUCTION

## 1.1 Project Location

The site is located on North 3<sup>rd</sup> Street between 14<sup>th</sup> Ave North and 7<sup>th</sup> Ave North in Princeton, Minnesota. A total of 4 soil borings were taken in the roadway along North 3<sup>rd</sup> Street. The approximate soil boring locations can be found on the Soil Boring Exhibit in **Appendix A**.

## 1.2 Project Description

It is proposed to reconstruct the section of roadway mentioned above and fully replace the sanitary sewer, watermain, and storm sewer. A new concrete sidewalk will also be constructed on the north side of North 3<sup>rd</sup> Street.

We understand that the vertical and horizontal alignment of the roadway will remain similar to existing conditions.

WSB has developed recommendations for this project in consideration of the proposed layout and configurations as understood at this time. When the designer develops additional information about final design or other significant factors, the recommendations presented herein may no longer apply. WSB should be made aware of the revised or additional information in order to evaluate the recommendations for continued applicability.

## 1.3 Purpose and Project Scope of Services

The City of Princeton authorized this scope of service. In order to assist the design team in preparing plans and specifications, we have developed recommendations for designing utilities, sidewalks, and pavements. As such, we have completed a subsurface exploration program and prepared a geotechnical report for the referenced site. This stated purpose was a significant factor in determining the scope and level of service provided. Should the purpose of the report change the report immediately ceases to be valid and use of it without WSB's prior review and written authorization should be at the user's sole risk.

Our authorized scope of work has been limited to:

1. Clearing underground utilities utilizing Gopher State One Call.
2. Mobilization / demobilization of a truck mounted drill rig.
3. Drilling 4 standard penetration borings to about 15-foot depths.
4. Sealing the borings per Minnesota Department of Health procedures.
5. Perform soil classification and analysis.
6. Review of available project information and geologic data.
7. Providing this geotechnical report containing:
  - a. Summary of our findings.
  - b. Discussion of subsurface soil and groundwater conditions and how they may affect the proposed utilities and pavements.
  - c. Estimated R-value of the soils.
  - d. Recommended pavement section.
  - e. Recommended concrete sidewalk section.
  - f. A discussion of soils for use as structural fill and site fill.

## 2. PROCEDURES

### 2.1 Boring Layout and Soil Sampling Procedures

WSB completed 4 standard penetration soil borings at the project site. WSB recommended the boring depths and selected the desired locations. Our field crew staked the borings using the supplied site plan. The borings were located with a handheld GPS device for horizontal locations. The approximate boring locations are shown on the Soil Boring Exhibit in **Appendix A** which is an aerial photo. The ground surface elevations at the borings were estimated by using LIDAR data with 2-foot contours. These maps should be accurate to within +/- one foot (1') provided ground surface modifications at this site have not been completed since LIDAR data was obtained.

We completed the borings on June 30 with a truck-mounted CME-45 drill rig operated by a two-person crew. The drill crew advanced the borings using continuous hollow stem augers. The drilling information is provided on the boring logs.

The drill crew sampled the soil in advance of the auger tip at two and one-half (2 ½) foot intervals to a depth of 9.5 feet and a final sample from 13 feet to the termination depth of the boring at 14.5 feet. The soil samples were obtained using a split-barrel sampler which was driven into the ground during standard penetration tests in accordance with ASTM D 1586, Standard Method of Penetration Test and Split-Barrel Sampling of Soils. The materials encountered were described on field logs and representative samples were containerized and transported to our laboratory for further observation and testing.

The samples were visually observed to estimate the distribution of grain sizes, plasticity, consistency, moisture condition, color, presence of lenses and seams, and apparent geologic origin. We classified the soils according to type using the Unified Soil Classification System (USCS). A chart describing the USCS is included in **Appendix A**.

### 2.2 Groundwater Measurements and Borehole Abandonment

The drill crew observed the borings for free groundwater while drilling and after completion of the borings. These observations and measurements are noted on the boring logs. The crew then backfilled the borings to comply with Minnesota Department of Health regulations.

### 2.3 Boring Log Procedures and Qualifications

The subsurface conditions encountered by the borings are illustrated on the Logs of Test Borings in **Appendix A**. Similar soils were grouped into the strata shown on the boring logs, and the appropriate estimated USCS classification symbols were also added. The depths and thickness of the subsurface strata indicated on the boring logs were estimated from the drilling results.

The transition between materials (horizontal and vertical) is approximate and is usually far more gradual than shown. Information on actual subsurface conditions exists only at the specific locations indicated and is relevant only to the time the exploration was performed. Subsurface conditions and groundwater levels at other locations may differ from conditions found at the indicated locations. The nature and extent of these conditions would not become evident until exposed by construction excavation. These stratification lines were used for our analytical purposes and, due to the aforementioned limitations, should not be used as a basis of design or construction cost estimates.

### 3. EXPLORATION RESULTS

#### 3.1 Site and Geology

The borings were taken directly on the bituminous paved surfaces of the roadway. Boring elevations ranged from 977 to 984 feet.

Geologic origins can be difficult to determine solely from boring samples. We referenced online geologic data of the area and used our experience to help determine geologic origin of the soils, however only a detailed geologic exploration would accurately determine the geologic history of the site.

The Web Soil Survey of Mille Lacs County, Minnesota indicates the surficial geology of the area is mostly glacial deposits consisting of fine sand.

#### 3.2 Subsurface Soil and Groundwater Conditions

The boring profile generally consisted of a pavement section overlying glacial deposits.

##### Pavement Section

The pavement section consisted of 2 to 3 inches of bituminous overlying 5 to 6 inches of aggregate base. The aggregate base material in the borings was classified as sand with gravel and sand with little gravel.

##### Glacial Deposits

The glacial deposits encountered in the borings consisted of sand, sand with silt, and silty sand that were brown to light brown in color and moist. The sand encountered in these borings were fine to medium-grained.

##### Boring Profiles

Table 1 below presents the existing roadway pavement section and subgrade profiles.

**Table 1: Existing Profiles**

| <b>Boring No.</b> | <b>Bituminous Thickness (inches)</b> | <b>Aggregate Base Thickness (inches)</b> | <b>Subgrade Soils (Upper 4 feet)</b> |
|-------------------|--------------------------------------|--|--------------------------------------|
| B-1               | 3                                    | 6  | Sand with Silt                       |
| B-2               | 3                                    | 6  | Sand with Silt                       |
| B-3               | 3                                    | 6  | Silty Sand                           |
| B-4               | 2                                    | 5  | Sand                                 |

#### 3.3 Strength Characteristics

The penetration resistance N-values of the materials encountered were recorded during drilling and are indicated as blows per foot (BPF). Those values provide an indication of soil strength characteristics and are located on the boring log sheets. Also, visual-manual classification techniques and apparent moisture contents were also utilized to make an engineering judgment of the consistency of the materials.

Table 2 presents a summary of the penetration resistances (N-value which are indicated by Blows Per Foot BPF) in the soils for the borings completed and remarks regarding the material strengths of the soils.

**Table 2: Penetration Resistances**

| <b>Soil Type</b> | <b>Classification</b> | <b>Penetration Resistances</b> | <b>Remarks</b>             |
|------------------|-----------------------|--------------------------------|----------------------------|
| Glacial          | SP, SP-SM, SM         | 3 to 11 BPF                    | Very loose to medium dense |

The preceding is a generalized description of soil conditions at this site. Variations from the generalized profile exist and should be assessed from the boring logs, the normal geologic character of the deposits, and the soils uncovered during site excavation.

### **3.4 Groundwater Conditions**

WSB took groundwater level readings in the exploratory borings, reviewed the data obtained, and discussed its interpretation of the data in the text of the report. Note that groundwater levels may fluctuate due to seasonal variations (e.g. precipitation, snowmelt and rainfall) and/or other factors not evident at the time of measurement.

No groundwater was encountered during the drilling process; however, the bore holes were only left open for a short period of time, and groundwater levels may not have stabilized.

If more accurate subsurface water levels are needed, we recommend piezometers be installed to determine the groundwater level over several months. Monitoring of the groundwater table elevation could occur up to the time of construction. This work was outside our scope of services.

## 4. ENGINEERING ANALYSIS AND RECOMMENDATIONS

### 4.1 Discussion

If encountered, organic soils and vegetated root zones should be removed from the roadway and engineered fill areas as they are not suitable for structural support.

Based on the results of our borings, the glacially deposited sandy soils generally appear capable of supporting the roadway.

Generally, the soils in the upper 4 feet of the subgrade influence pavement performance the most. The soils within the pavement subgrade consist primarily of sands but we also noted some silty sands that are frost susceptible soils. Consideration should be given to partially subcutting these silty sand soils and replacing them with a non-frost susceptible granular fill to reduce the potential frost heave below the pavement section.

No groundwater was encountered in the borings.

### 4.2 Backfill and Fill Selection and Compaction

The on-site non-organic sandy soils are suitable for reuse as backfill and fill provided they are moisture conditioned, can be compacted to their specified densities, and meet the final design specifications. Wet soils that are excavated would need to be dried before reuse as an engineered fill. We recommend use of a minimum of 2 feet of clean coarse sand with less than 50 percent passing the #40 sieve and less than 10 percent passing the #200 sieve when backfilling the bottom of a wet excavation.

Gravel or cobbles larger than 2 inches in diameter should not be placed within 2 feet of grading grade or utilities. We recommend that clayey soils be moisture conditioned to within +/-2 percent of the optimum moisture content as determined from their standard Proctor tests (ASTM D-698). Granular fills should be moisture conditioned to between -4% and +2% of the optimum moisture content. Typical loose lift thicknesses are 4 inches for "jumping jack" and plate compactors, 6 inches for small self-propelled equipment, and 8 inches for large self-propelled equipment.

Table 3 provides the recommended compaction levels.

**Table 3: Recommended Level of Compaction for Backfill and Fill**

| Area  | Percent of Standard Proctor Maximum Dry Density |
|---|---|
| Pavement: Within 3 feet of bottom of aggregate base | 100   |
| Pavement: Greater than 3 feet below aggregate base  | 95  |
| Utility Trench and Utility Structure Backfill       | 100   |
| Landscaping (non-structural)                        | 90  |

### 4.3 Pavement Subgrade Preparation and Stability

We recommend excavation of organics below the pavement areas.

The soils at the bottom of the excavation should be prepared in accordance with MnDOT Specification 2112, Subgrade Preparation. Before placement of the sand subbase, the final subgrade should have proper stability within three vertical feet of grading grade (grade which contacts the bottom of the aggregate base). This will generally be achieved in fill areas with proper compaction of embankment materials and in cut areas through proper subgrade preparation. The stability of the pavement subgrade should be evaluated prior to placement of the sand subbase using the test roll procedure (MnDOT 2111), except a fully loaded tandem axle dump truck or a full water truck should be utilized for the test roll. If unstable soils are found under the test roll, these soils should be improved by means of scarification,

moisture conditioning, and re-compaction, by subcutting and replacement, geogrids, or cement/lime stabilization.

#### 4.4 Pavement Area

Once the site has been prepared as recommended, we anticipate the prepared subgrade soils will consist mostly of silty sands and sands with silt. Based on the MnDOT Flexible Pavement Guide from 2020, the R-values of the subgrade soils would range between 20 and 70. We used a design R-value of 30 for the roadway.

We used historical traffic data from the MnDOT Traffic Mapping Application to determine the estimated Equivalent Single Axle Loads (ESAL's) for roadway design to be approximately 146,000. Our design is based on a standard twenty (20) year design life of the rural pavement section and a 10-ton road design.

Based on MnDOT's FlexPave excel design utilizing granular equivalent charts, we recommend the pavement section indicated below in Table 4.

**Table 4: Recommended Flexible Pavement Section**

| Section                                 | Thickness (inches) | Granular Equivalent |
|---|--------------------|---------------------|
| Bituminous Course, MnDOT 2360 SPWEA340C | 2                  | 4.5                 |
| Bituminous Course, MnDOT 2360 SPNWB340C | 2                  | 4.5                 |
| Aggregate Base, MnDOT 3138 (Class 5)    | 8                  | 8                   |
| Subgrade Preparation, MnDOT 2112        | Yes                | -                   |
| <b>TOTAL</b>                            | -                  | <b>17</b>           |

Aggregate base placement for pavement support should meet the gradation and quality requirements for Class 5 per MnDOT specification 3138. Aggregate base material should be compacted to 100 percent of its standard Proctor maximum dry density.

Within several years after initial paving, some thermal shrinkage cracks will develop. We recommend routine maintenance be performed to improve pavement performance and increase pavement life. Pavement should be sealed with a liquid bitumen sealer to retard water intrusion into the base course and subgrade. Localized failures may also develop where trucks or buses turn on the pavement. When these occur, they should be cut out and patch repaired. We recommend following MnDOT special provision 2331 Bituminous Pavement Crack Treatment.

The above pavement section provides one option to meet the ESAL requirements. Other pavement design options would be acceptable as well as long as they meet the minimum requirements for bituminous thickness, aggregate base thickness, and can meet the ESAL requirements.

Table 5 below presents the concrete sidewalk section discussed with the design team. It is our opinion that this pavement thickness is suitable given the existing soil conditions.

**Table 5: Concrete Walk**

| Section                             | Thickness (inches) |
|-------------------------------------|--------------------|
| Concrete Walk (MnDOT 3F52)          | 4                  |
| Aggregate Base Class 5 (MnDOT 3138) | 6                  |
| Subgrade Preparation (MnDOT 2112)   | yes                |

#### **4.5 Utilities**

Invert elevations for the storm sewers are anticipated to be within 5 feet of existing grades, and invert elevations for the watermain and sanitary sewer are anticipated to be between 8 and 12 feet below grade. Based on the borings, the subgrade soils for the utilities will consist chiefly of sand and silty sand.

Underground utilities are expected to be installed by backhoes completing the excavations and placing fills. Soil compactors should be used to compact the backfill material in even lifts to the specified densities.

According to Web Soil Survey, the sandy soils located in this project location have a corrosion rating of "moderate" for concrete and "low" for steel.

#### **4.6 Construction Considerations**

Good surface drainage should be maintained throughout the work so that the site is not vulnerable to ponding during or after a rainfall. If water enters the excavations, it should be promptly removed prior to further construction activities. Under no circumstances should fill or concrete be placed into standing water.

Soil corrections at this site for pavement subgrades may not be continuous. We recommend tapering the fills back to native soils at a ten to one (10:1) slope.

It is important to check this at the time of construction that during filling, unsuitable soils do not encroach within the one to one (1:1) slope limits and extending downward and outward from future roadway expansions.

#### **4.7 Construction Safety**

All excavations should comply with the requirements of OSHA 29 CFR, Part 1926, Subpart P "Excavations and Trenches". This document states that excavation safety is the responsibility of the contractor. Reference to this OSHA requirement should be included in the job specifications.

The responsibility to provide safe working conditions on this site, for earthwork, roadway construction, or any associated operations is solely that of the contractor. This responsibility is not borne in any manner by WSB.

#### **4.8 Cold Weather Construction**

It is our understanding that construction is unlikely to occur during the winter months. However, if the construction does continue into the winter months we recommend the following guidelines. Roadbeds should not be constructed during periods when the material freezes while being placed and compacted, nor should material be placed on soil that is frozen to a depth greater than 4 inches. When the soils are frozen to a depth exceeding 4 inches, at a time when weather conditions are such that construction could be continued without the material freezing as it is being placed and compacted, the contractor may be permitted to excavate the frozen soil and proceed with the construction for so long as the weather will permit. The frozen soils should be pulverized or replaced with other suitable soils. Only unfrozen fill should be used.

Placement of fill and/or backfilled material should not be permitted on frozen soil because excessive post-construction settlement could occur as the frozen soils thaw.

#### **4.9 Field Observation and Testing**

The soil conditions illustrated on the Logs of Test Borings in **Appendix A** are indicative of the conditions only at the boring locations. For this reason, we recommend that excavations at this site be observed by a soil engineer or technician prior to fill or backfill placement or construction of subgrade elements to determine if the soils can support the backfilled material. These observations are recommended to judge if the unsuitable materials have been removed from within the planned construction area and an appropriate degree of lateral oversize has been provided.

WSB also recommends a representative number of field density tests be taken in engineered fill and backfill placed to aid in judging its suitability. Fill placement and compaction should be monitored and tested to determine that the resulting fill and backfill conforms to specified density, strength or compressibility requirements. We recommend at least one compaction test for every 150 feet of roadway or utility trench at a vertical interval of two (2) feet. Prior to use, proposed fill and backfill material should be submitted to the WSB laboratory for testing to verify compliance with recommendations and project specifications.

Dynamic Cone Penetrometer (DCP) tests can be completed in the aggregate base in lieu of density testing. We recommend following MnDOT Specification 2211.3.D.2.c.

WSB would be pleased to provide the advised field observation, monitoring and testing services during construction.

#### **4.10 Plan Review and Remarks**

The observations, recommendations and conclusions described in this report are based primarily on information provided to WSB, obtained from our subsurface exploration, our experience, several assumptions and the scopes of service developed for this project and are for the sole use of our client. We recommend that WSB be retained to perform a review of final design drawing and specifications to evaluate that the geotechnical engineering report has not been misinterpreted. Should there be changes in the design or location of the structures related to this project or if there are uncertainties in the report we should be notified. We would be pleased to review project changes and modify the recommendations in this report or provide clarification in writing.

The entire report should be kept together; for example, boring logs should not be removed and placed in the specifications separately.

The boring logs and related information included in this report are indicators of the subsurface conditions only at the specific locations indicated on the Soil Boring Exhibit and times noted on the Logs of Test Boring sheets in **Appendix A**. The subsurface conditions, including groundwater levels, at other locations on the site may differ significantly from conditions that existed at the time of sampling and at the boring locations.

The test borings were completed by WSB solely to obtain indications of subsurface conditions as part of a geotechnical exploration program. No services were performed to evaluate subsurface environmental conditions.

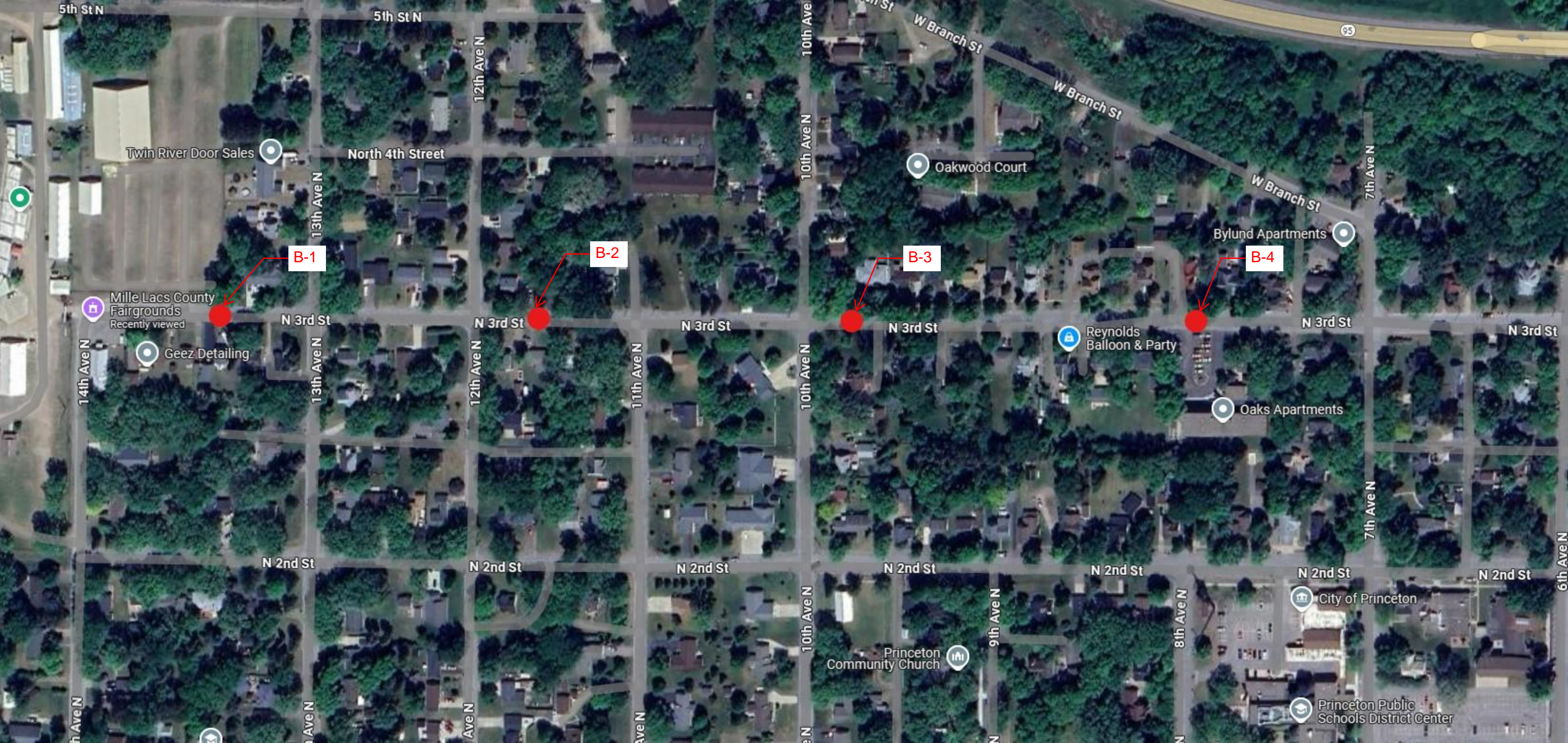
WSB has not performed observations, investigations, explorations, studies or testing that are not specifically listed in the scope of service. WSB should not be liable for failing to discover any condition whose discovery required the performance of services not authorized by the Agreement.

## **5. STANDARD OF CARE**

The recommendations and opinions contained in this report are based on our professional judgment. The soil testing and geotechnical engineering services performed for this project have been performed with the level of skill and diligence ordinarily exercised by reputable members of the same profession under similar circumstances, at the same time and in the same or a similar locale. No warranty, either expressed or implied, is made.

## **APPENDIX A**

Soil Borings Exhibit  
Logs of Test Borings  
Symbols and Terminology on Test Boring Log  
Notice to Report Users Boring Log Information  
Unified Soil Classification Sheet (USCS)



B-1

B-2

B-3

B-4

Twin River Door Sales

North 4th Street

Oakwood Court

Mille Lacs County Fairgrounds  
Recently viewed

Bylund Apartments

Geez Detailing

N 3rd St

N 3rd St

N 3rd St

N 3rd St

N 3rd St

N 3rd St

Reynolds Balloon & Party

Oaks Apartments

N 2nd St

N 2nd St

N 2nd St

N 2nd St

N 2nd St

N 2nd St

N 2nd St

Princeton Community Church

City of Princeton

Princeton Public Schools District Center

14th Ave N

13th Ave N

12th Ave N

11th Ave N

10th Ave N

9th Ave N

8th Ave N

7th Ave N

6th Ave N

5th St N

5th St N

10th Ave N

10th Ave N

12th Ave N

13th Ave N

W Branch St

W Branch St

W Branch St

95

7th Ave N

# LOG OF TEST BORING



PROJECT NAME: 3rd Street Reconstruction  
 CLIENT/WSB #: 030895-000

PROJECT LOCATION: Princeton, MN  
 SURFACE ELEVATION: 984 ft

BORING NUMBER B-1  
 PAGE 1 OF 1

| DEPTH (ft) | ELEV. (ft) | DESCRIPTION OF MATERIAL   | USCS  | GEOLOGIC ORIGIN  | WL | Drilling Operation | SAMPLE |     | N  | MC % | %Fines | N-Value Plot |     |    |  |
|------------|------------|---|-------|------------------|----|--------------------|--------|-----|----|------|--------|--------------|-----|----|--|
|            |            |   |       |                  |    |                    | TYPE   | No. |    |      |        | 0            | 7.5 | 15 |  |
|            |            | 3" BITUMINOUS<br>6" AGG: Sand with Gravel, dark brown, moist          |       | Pavement Section |    |                    |        |     |    |      |        |              |     |    |  |
| 1          | 983        | SAND WITH SILT, fine to medium grained, brown, moist, very loose      | SP-SM | Glacial Outwash  |    |                    | AU     | 1   |    |      |        |              |     |    |  |
| 2          | 982        |   |       |                  |    |                    |        |     |    |      |        |              |     |    |  |
| 3          | 981        |   |       |                  |    |                    | SB     | 2   | 4  | 6    | 8      |              | 4   |    |  |
| 4          | 980        |   |       |                  |    |                    | HSA    |     |    |      |        |              |     |    |  |
| 5          | 979        |   |       |                  |    |                    | SB     | 3   | 5  |      |        |              | 5   |    |  |
| 6          | 978        | SAND, fine grained, light brown, moist, loose                         | SP    |                  |    |                    | HSA    |     |    | 4    |        |              |     |    |  |
| 7          | 977        |   |       |                  |    |                    |        |     |    |      |        |              |     |    |  |
| 8          | 976        | SAND, fine to medium grained, light brown, moist, very loose to loose | SP    |                  |    |                    | SB     | 4   | 3  |      |        |              | 3   |    |  |
| 9          | 975        |   |       |                  |    |                    | HSA    |     |    |      |        |              |     |    |  |
| 10         | 974        |   |       |                  |    |                    | SB     | 5   | 5  |      |        |              | 5   |    |  |
| 11         | 973        |   |       |                  |    |                    |        |     |    |      |        |              |     |    |  |
| 12         | 972        |   |       |                  |    |                    | HSA    |     |    |      |        |              |     |    |  |
| 13         | 971        |   |       |                  |    |                    |        |     |    |      |        |              |     |    |  |
| 14         | 970        | SAND, fine to medium grained, light brown, moist, medium dense        | SP    |                  |    |                    | SB     | 6   | 11 |      |        |              | 11  |    |  |

End of Boring 14.5 ft.

WATER LEVEL MEASUREMENTS

START: 6/30/2025

END: 6/30/2025

| DATE      | TIME     | SAMPLED DEPTH | CASING DEPTH | CAVE-IN DEPTH | WATER DEPTH | WATER ELEVATION | METHOD             | Crew Chief:                       |  | Logged By: |  |
|-----------|----------|---------------|--------------|---------------|-------------|-----------------|--------------------|-----------------------------------|--|------------|--|
|           |          |               |              |               |             |                 |                    | J. Alme                           |  | A. Wacek   |  |
| 6/30/2025 | 11:00 am | 14.5          | 13           | 10            | None        |                 | 3.25" HSA 0' - 13' | Notes: Boring moved 20 feet south |  |            |  |
|           |          |               |              |               |             |                 |                    |                                   |  |            |  |

GEO TECHNICAL N- PLOT - WSB.GDT - 7/10/25 16:05 - M:\030895-000\GEO TECHNICAL\3RD STREET - BORING LOG.GPJ

# LOG OF TEST BORING



PROJECT NAME: 3rd Street Reconstruction  
 CLIENT/WSB #: 030895-000

PROJECT LOCATION: Princeton, MN  
 SURFACE ELEVATION: 979 ft

BORING NUMBER B-2  
 PAGE 1 OF 1

| DEPTH (ft) | ELEV. (ft) | DESCRIPTION OF MATERIAL   | USCS  | GEOLOGIC ORIGIN  | WL | Drilling Operation | SAMPLE |     | N  | MC % | %Fines | N-Value Plot |   |    |  |     |
|------------|------------|---|-------|------------------|----|--------------------|--------|-----|----|------|--------|--------------|---|----|--|-----|
|            |            |   |       |                  |    |                    | TYPE   | No. |    |      |        | 0            | 7 | 14 |  |     |
|            |            | 3" BITUMINOUS<br>6" AGG: Sand with Little Gravel, dark brown, moist |       | Pavement Section |    |                    |        |     |    |      |        |              |   |    |  |     |
| 1          | 978        | SAND WITH SILT, fine to medium grained, brown, moist, loose         | SP-SM | Glacial Outwash  |    |                    | AU     | 1   |    |      |        |              |   |    |  |     |
| 2          | 977        |   |       |                  |    |                    |        |     |    |      |        |              |   |    |  |     |
| 3          | 976        |   |       |                  |    |                    | SB     | 2   | 8  |      | 10     |              |   |    |  | 8*  |
| 4          | 975        |   |       |                  |    |                    | HSA    |     |    |      |        |              |   |    |  |     |
| 5          | 974        |   |       |                  |    |                    | SB     | 3   | 10 | 3    |        |              |   |    |  | 10* |
| 6          | 973        |   |       |                  |    |                    | HSA    |     |    |      |        |              |   |    |  |     |
| 7          | 972        |   |       |                  |    |                    |        |     |    |      |        |              |   |    |  |     |
| 8          | 971        | SAND, fine grained, light brown, moist, loose                       | SP    |                  |    |                    | SB     | 4   | 8  |      |        |              |   |    |  | 8*  |
| 9          | 970        |   |       |                  |    |                    | HSA    |     |    |      |        |              |   |    |  |     |
| 10         | 969        | SAND, fine to medium grained, light brown, moist, loose             | SP    |                  |    |                    | SB     | 5   | 7  | 9    |        |              |   |    |  | 7*  |
| 11         | 968        |   |       |                  |    |                    |        |     |    |      |        |              |   |    |  |     |
| 12         | 967        |   |       |                  |    |                    | HSA    |     |    |      |        |              |   |    |  |     |
| 13         | 966        |   |       |                  |    |                    |        |     |    |      |        |              |   |    |  |     |
| 14         | 965        |   |       |                  |    |                    | SB     | 6   | 5  |      |        |              |   |    |  | 5*  |

End of Boring 14.5 ft.

WATER LEVEL MEASUREMENTS

START: 6/30/2025

END: 6/30/2025

| DATE      | TIME     | SAMPLED DEPTH | CASING DEPTH | CAVE-IN DEPTH | WATER DEPTH | WATER ELEVATION | METHOD             | Crew Chief:                       |  | Logged By: |  |
|-----------|----------|---------------|--------------|---------------|-------------|-----------------|--------------------|-----------------------------------|--|------------|--|
|           |          |               |              |               |             |                 |                    | J. Alme                           |  | A. Wacek   |  |
| 6/30/2025 | 12:15 pm | 14.5          | 13           | 12            | None        |                 | 3.25" HSA 0' - 13' | Notes: Boring moved 20 feet south |  |            |  |
|           |          |               |              |               |             |                 |                    |                                   |  |            |  |

GEO TECHNICAL N- PLOT - WSB.GDT - 7/10/25 16:05 - M:\030895-000\GEO TECHNICAL\3RD STREET - BORING LOG.GPJ

# LOG OF TEST BORING



PROJECT NAME: 3rd Street Reconstruction  
 CLIENT/WSB #: 030895-000

PROJECT LOCATION: Princeton, MN  
 SURFACE ELEVATION: 981 ft

BORING NUMBER B-3  
 PAGE 1 OF 1

| DEPTH (ft) | ELEV. (ft) | DESCRIPTION OF MATERIAL  | USCS | GEOLOGIC ORIGIN  | WL | Drilling Operation | SAMPLE |     | N  | MC % | %Fines | N-Value Plot |     |    |  |  |
|------------|------------|--|------|------------------|----|--------------------|--------|-----|----|------|--------|--------------|-----|----|--|--|
|            |            |  |      |                  |    |                    | TYPE   | No. |    |      |        | 0            | 7.5 | 15 |  |  |
|            |            | 3" BITUMINOUS<br>6" AGG: Sand with Little Gravel, dark brown, moist                      |      | Pavement Section |    |                    |        |     |    |      |        |              |     |    |  |  |
| 1          | 980        | SILTY SAND, fine to medium grained, brown, moist, very loose                             | SM   | Glacial Outwash  |    |                    | AU     | 1   |    |      |        |              |     |    |  |  |
| 2          | 979        |  |      |                  |    |                    |        |     |    |      |        |              |     |    |  |  |
| 3          | 978        |  |      |                  |    |                    | SB     | 2   | 3  | 7    | 18     |              |     |    |  |  |
| 4          | 977        |  |      |                  |    |                    | HSA    |     |    |      |        |              |     |    |  |  |
| 5          | 976        |  |      |                  |    |                    |        |     |    |      |        |              |     |    |  |  |
| 6          | 975        | SAND, fine to medium grained, brown, moist, loose  | SP   |                  |    |                    | SB     | 3   | 5  |      |        |              |     |    |  |  |
| 7          | 974        |  |      |                  |    |                    | HSA    |     |    |      |        |              |     |    |  |  |
| 8          | 973        | SILTY SAND, fine to medium grained, brown with light brown, moist, medium dense to loose | SM   |                  |    |                    | SB     | 4   | 11 |      |        |              |     |    |  |  |
| 9          | 972        |  |      |                  |    |                    | HSA    |     |    | 13   | 28     |              |     |    |  |  |
| 10         | 971        |  |      |                  |    |                    | SB     | 5   | 10 |      |        |              |     |    |  |  |
| 11         | 970        | - [Lens of Silt at 10.75 feet. MC = 20%]   |      |                  |    |                    |        |     |    |      |        |              |     |    |  |  |
| 12         | 969        |  |      |                  |    |                    | HSA    |     |    |      |        |              |     |    |  |  |
| 13         | 968        | SAND, fine grained, light brown, moist, loose  | SP   |                  |    |                    |        |     |    |      |        |              |     |    |  |  |
| 14         | 967        |  |      |                  |    |                    | SB     | 6   | 9  |      |        |              |     |    |  |  |

End of Boring 14.5 ft.

WATER LEVEL MEASUREMENTS

START: 6/30/2025

END: 6/30/2025

| DATE      | TIME    | SAMPLED DEPTH | CASING DEPTH | CAVE-IN DEPTH | WATER DEPTH | WATER ELEVATION | METHOD             | Crew Chief:                       | Logged By: |
|-----------|---------|---------------|--------------|---------------|-------------|-----------------|--------------------|-----------------------------------|------------|
| 6/30/2025 | 1:15 pm | 14.5          | 13           | 7             | None        |                 | 3.25" HSA 0' - 13' | J. Alme                           | A. Wacek   |
|           |         |               |              |               |             |                 |                    | Notes: Boring moved 20 feet south |            |

GEO TECHNICAL N- PLOT - WSB.GDT - 7/10/25 16:05 - M:\030895-000\GEO TECHNICAL\3RD STREET - BORING LOG.GPJ

# LOG OF TEST BORING



PROJECT NAME: 3rd Street Reconstruction  
 CLIENT/WSB #: 030895-000

PROJECT LOCATION: Princeton, MN  
 SURFACE ELEVATION: 977 ft

**BORING NUMBER B-4**  
 PAGE 1 OF 1

| DEPTH<br>(ft) | ELEV.<br>(ft) | DESCRIPTION OF MATERIAL  | USCS | GEOLOGIC ORIGIN  | WL | Drilling Operation | SAMPLE |     | N | MC % | %Fines | N-Value Plot |     |    |  |
|---------------|---------------|--|------|------------------|----|--------------------|--------|-----|---|------|--------|--------------|-----|----|--|
|               |               |  |      |                  |    |                    | TYPE   | No. |   |      |        | 0            | 6.5 | 13 |  |
|               |               | 2" BITUMINOUS<br>5" AGG: Sand with Little Gravel, brown, moist |      | Pavement Section |    |                    |        |     |   |      |        |              |     |    |  |
| 1             | 976           | SAND, fine to medium grained, light brown, very loose to loose | SP   | Glacial Outwash  |    |                    | AU     | 1   |   |      |        |              |     |    |  |
| 2             | 975           |  |      |                  |    |                    |        |     |   |      |        |              |     |    |  |
| 3             | 974           |  |      |                  |    |                    | SB     | 2   | 3 |      |        |              |     |    |  |
| 4             | 973           |  |      |                  |    |                    | HSA    |     |   |      |        |              |     |    |  |
| 5             | 972           |  |      |                  |    |                    | SB     | 3   | 6 | 5    |        |              |     |    |  |
| 6             | 971           |  |      |                  |    |                    | HSA    |     |   |      |        |              |     |    |  |
| 7             | 970           |  |      |                  |    |                    |        |     |   |      |        |              |     |    |  |
| 8             | 969           |  |      |                  |    |                    | SB     | 4   | 4 |      |        |              |     |    |  |
| 9             | 968           |  |      |                  |    |                    | HSA    |     |   |      |        |              |     |    |  |
| 10            | 967           |  |      |                  |    |                    | SB     | 5   | 6 |      |        |              |     |    |  |
| 11            | 966           |  |      |                  |    |                    |        |     |   |      |        |              |     |    |  |
| 12            | 965           |  |      |                  |    |                    | HSA    |     |   |      |        |              |     |    |  |
| 13            | 964           | SAND, fine to medium grained, light brown, moist, loose        | SP   |                  |    |                    |        |     |   |      |        |              |     |    |  |
| 14            | 963           |  |      |                  |    |                    | SB     | 6   | 9 |      |        |              |     |    |  |

End of Boring 14.5 ft.

**WATER LEVEL MEASUREMENTS**

START: 6/30/2025

END: 6/30/2025

| DATE      | TIME    | SAMPLED DEPTH | CASING DEPTH | CAVE-IN DEPTH | WATER DEPTH | WATER ELEVATION | METHOD             | Crew Chief:                       | Logged By: |
|-----------|---------|---------------|--------------|---------------|-------------|-----------------|--------------------|-----------------------------------|------------|
| 6/30/2025 | 2:00 pm | 14.5          | 13           | 8             | None        |                 | 3.25" HSA 0' - 13' | J. Alme                           | A. Wacek   |
|           |         |               |              |               |             |                 |                    | Notes: Boring moved 20 feet south |            |

GEO TECHNICAL N- PLOT - WSB.GDT - 7/10/25 16:05 - M:\030895-000\GEO TECHNICAL\3RD STREET - BORING LOG.GPJ

## SYMBOLS AND TERMINOLOGY ON TEST BORING LOG

| SYMBOLS               |  |                    |  |
|-----------------------|--|--------------------|--|
| Drilling and Sampling |  | Laboratory Testing |  |
| <u>Symbol</u>         | <u>Description</u>                             | <u>Symbol</u>      | <u>Description</u>                                   |
| HSA                   | 3 1/4" LD. Hollow Stem Auger                   | MC                 | Moisture content, % (ASTM D2216)                     |
| FA                    | Flight Auger                                   | DD                 | Dry Density, pcf                                     |
| HA                    | Hand Auger                                     | LL                 | Liquid Limit (ASTM D4318)                            |
| RC                    | Size A, B, or N rotary casing                  | PL                 | Plastic Limit (ASTM D4318)                           |
| CS                    | Continuous split barrel sampling               |                    |  |
| DM                    | Drilling Mud                                   |                    | - Inserts in last column                             |
| JW                    | Jetting Water                                  |                    |  |
| SB                    | 2" O.D. split barrel sampling                  | Qu                 | Unconfined compressive strength, psf (ASTM D2166)    |
| _L                    | 2 1/2" or 3 1/2" OD split barrel liner sampler | Pq                 | Penetrometer Reading, tsf (ASTM D1558)               |
| _T                    | 2" or 3" thin walled tube sample               | Ts                 | Torvane Reading, ts                                  |
| W                     | Wash sample                                    | G                  | Specific Gravity (ASTM D854)                         |
| B                     | Bag sample                                     | SL                 | Shrinkage limits (ASTM D427)                         |
| P                     | Test Pit sample                                | OC                 | Organic Content (ASTM D2974)                         |
| _Q                    | BQ, NQ, or PQ wire line system                 | SP                 | Swell Pressure, tsf (ASTM D4546)                     |
| _X                    | AX, BX, or NX double tube barrel               | PS                 | Percent swell under pressure (ASTM D4546)            |
| N                     | Standard penetration test, blow per foot       | FS                 | Free swell, % (ASTM D4546)                           |
| CR                    | Core recovery, percent                         | SS                 | Shrink swell, % (ASTM D4546)                         |
| WL                    | Water level                                    | pH                 |  |
| n/a                   | no measurement recorded                        | SC                 | Sulfate content, parts/million or mg/l               |
|                       |  | CC                 | Chloride content, parts/million or mg/l              |
|                       |  | C                  | One dimensional consolidation (ASTM D2435)           |
|                       |  | Qc                 | Triaxial compression (ASTM D2850 and D4767)          |
|                       |  | DS                 | Direct Shear (ASTM D3080)                            |
|                       |  | K                  | Coefficient of permeability, cm/sec (ASTM D2434)     |
|                       |  | P                  | Pinhole Test (ASTM D4647)                            |
|                       |  | DH                 | Double hydrometer (ASTM D4221)                       |
|                       |  | MA                 | Particle size analysis (ASTM D422)                   |
|                       |  | R                  | Laboratory electrical resistivity, ohm-cm (ASTM G57) |
|                       |  | VS                 | Field vane shear (ASTM D2573)                        |
|                       |  | RQD                | Rock quality designation, percent                    |
|                       |  | IR                 | Infiltration Test (ASTM D3385)                       |

| TERMINOLOGY          |  |                    |  |   |                         |                |                    |
|----------------------|--|--------------------|--|---|-------------------------|----------------|--------------------|
| Particle Sizes       |  |                    |  | Soil Layering and Moisture                |                         |                |                    |
| <u>Type</u>          | <u>Size Range</u>                      | <u>Term</u>        | <u>Visual Observation</u>                                |   |                         |                |                    |
| Boulders             | > 12"                                  | Lenses             | Small pockets of different soils                         |   |                         |                |                    |
| Cobbles              | 3" - 12"                               | Lamination         | < 1/4" thick stratum                                     |   |                         |                |                    |
| Coarse gravel        | 3/4" - 3"                              | Layer              | 1/4" - 12" thick stratum                                 |   |                         |                |                    |
| Fine gravel          | #4 sieve - 3/4"                        | Stratified         | Altering lenses of varying materials or colors           |   |                         |                |                    |
| Coarse sand          | #4 sieve - #10 sieve                   | Varved             | Altering laminations of clay, silt, fine sand, or colors |   |                         |                |                    |
| Medium sand          | #10 sieve - #40 sieve                  | Dry                | Powdery, no noticeable water                             |   |                         |                |                    |
| Fine sand            | #40 sieve - #200 sieve                 | Moist              | Damp, below saturation                                   |   |                         |                |                    |
| Silt                 | 100% passing #200 sieve, and > 0.002mm | Wet                | MC above plastic limit                                   |   |                         |                |                    |
| Clay                 | 100% passing #200 sieve, and < 0.002mm | Waterbearing       | Pervious soil below water table                          |   |                         |                |                    |
|                      |  | Saturated          | Cohesive soil with MC above liquid limit                 |   |                         |                |                    |
| Gravel Content       |  |                    |  | Standard Penetration Resistance (N-value) |                         |                |                    |
| Coarse-Grained Soils |  | Fine-Grained Soils |  | Cohesionless Soils                        |                         | Cohesive Soils |                    |
| <u>% Gravel</u>      | <u>Description</u>                     | <u>% Gravel</u>    | <u>Description</u>                                       | <u>N-Value</u>                            | <u>Relative Density</u> | <u>N-Value</u> | <u>Consistency</u> |
| 2 - 15               | A little gravel                        | 2-5                | Trace of gravel  | 0 - 4                                     | Very loose              | 0 - 4          | Very soft          |
| 16 - 30              | With gravel                            | 5 -15              | a little gravel  | 5 - 10                                    | Loose                   | 5 - 8          | Soft               |
| 31 - 49              | Gravelly                               | 16 - 30            | with gravel  | 11 - 30                                   | Medium dense            | 9 - 15         | Firm               |
|                      |  | 31 - 49            | Gravelly   | 31 - 50                                   | Dense                   | 16 - 30        | Hard               |
|                      |  |                    |  | >50                                       | Very dense              | >30            | Very hard          |

## NOTICE TO REPORT USERS BORING LOG INFORMATION

### Subsurface Profiles

The subsurface stratification lines on the graphic representation of the test borings show an approximate boundary between soil types or rock. The transition between materials is approximate and is usually far more gradual than shown. Estimating excavation depths, soil volumes, and other computations relying on the subsurface strata may not be possible to any degree of accuracy.

### Water Level

WSB & Associates, Inc. took groundwater level readings in the exploratory borings, reviewed the data obtained, and discussed its interpretation of the data in the text of this report. The groundwater level may fluctuate due to seasonal variations caused by precipitation, snowmelt, rainfalls, construction or remediation activities, and/or other factors not evident at the time of measurement.

The actual determination of the subsurface water level is an interpretive process. Subsurface water level may not be accurately depicted by the levels indicated on the boring logs. Normally, a subsurface exploration obtains general information regarding subsurface features for design purposes. An accurate determination of subsurface water levels is not possible with a typical scope of work. The use of the subsurface water level information provided for estimating purposes or other site review can present a moderate to high risk of error.

The following information is obtained in the field and noted under "Water Level Measurements" at the bottom of the log.

|                |  |
|----------------|--|
| Sample Depth:  | The lowest depth of soil sampling at the time a water level measurement is taken.                            |
| Casing Depth:  | The depth to the bottom of the casing or hollow stem auger at the time of water level measurement.           |
| Cave-in Depth: | The depth at which a measuring tape stops in the bore hole.  |
| Water Level:   | The point in the bore hole at which free-standing water is encountered by a measure device from the surface. |

### Obstruction Depths

Obstructions and/or obstruction depths may be noted on the boring logs. Obstruction indicates the sampling equipment encountered resistance to penetration. It must be realized that continuation of drilling, the use of other drilling equipment or further exploration may provide information other than that depicted on the logs. The correlation of obstruction depths on the log with construction features such as rock excavation, foundation depths, or buried debris cannot normally be determined with any degree of accuracy. For example, penetration of weathered rock by soil sampling equipment may not correlate with removal by certain types of construction equipment. Using this information for estimating purposes often results in a high degree of misinterpretation.

Accurately identifying the obstruction or estimating depths where hard rock is present over the site requires a scope of service beyond the normal geotechnical exploration program. The risk of using the information noted on the boring logs for estimating purposes must be understood.

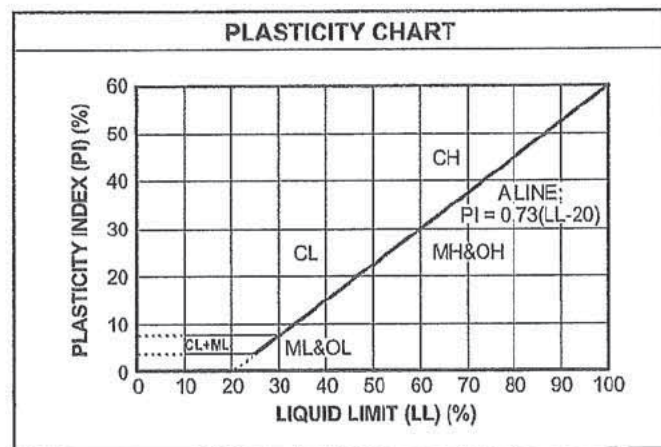
# UNIFIED SOIL CLASSIFICATION SYSTEM

| UNIFIED SOIL CLASSIFICATION AND SYMBOL CHART  |  |  |
|---|--|--|
| <b>COARSE-GRAINED SOILS</b><br>(more than 50% of material is larger than No. 200 sieve size.) |  |  |
| <b>GRAVELS</b><br>More than 50% of coarse fraction larger than No. 4 sieve size               | Clean Gravels (Less than 5% fines)       |  |
|   | GW                                       | Well-graded gravels, gravel-sand mixtures, little or no fines  |
|   | GP                                       | Poorly-graded gravels, gravel-sand mixtures, little or no fines  |
|   | Gravels with fines (More than 12% fines) |  |
|   | GM                                       | Silty gravels, gravel-sand-silt mixtures   |
|   | GC                                       | Clayey gravels, gravel-sand-clay mixtures  |
| <b>SANDS</b><br>50% or more of coarse fraction smaller than No. 4 sieve size                  | Clean Sands (Less than 5% fines)         |  |
|   | SW                                       | Well-graded sands, gravelly sands, little or no fines  |
|   | SP                                       | Poorly graded sands, gravelly sands, little or no fines  |
|   | Sands with fines (More than 12% fines)   |  |
|   | SM                                       | Silty sands, sand-silt mixtures  |
|   | SC                                       | Clayey sands, sand-clay mixtures   |
| <b>FINE GRAINED SOILS</b><br>(50% or more of material is smaller than No. 200 sieve size.)    |  |  |
| <b>SILTS AND CLAYS</b><br>Liquid limit less than 50%  | ML                                       | Inorganic silts and very fine sands, rock flour, silty of clayey fine sands or clayey silts with slight plasticity |
|   | CL                                       | Inorganic clays of low to medium plasticity, gravelly clays, sandy clays, silty clays, lean clays                  |
|   | OL                                       | Organic silts and organic silty clays of low plasticity  |
| <b>SILTS AND CLAYS</b><br>Liquid limit 50% or greater   | MH                                       | Inorganic silts, micaceous or diatomaceous fine sandy or silty soils, elastic silts                                |
|   | CH                                       | Inorganic clays of high plasticity, fat clays  |
|   | OH                                       | Organic clays of medium to high plasticity, organic silts  |
| <b>HIGHLY ORGANIC SOILS</b>   | PT                                       | Peat and other highly organic soils  |

| LABORATORY CLASSIFICATION CRITERIA |   |  |
|------------------------------------|---|--|
| GW                                 | $C_u = \frac{D_{60}}{D_{10}}$ greater than 4; $C_c = \frac{(D_{30})^2}{D_{10} \times D_{60}}$ between 1 and 3 |  |
| GP                                 | Not meeting all gradation requirements for GW   |  |
| GM                                 | Atterberg limits below "A" line or P.I. less than 4   | Above "A" line with P.I. between 4 and 7 are borderline cases requiring use of dual symbols                  |
| GC                                 | Atterberg limits above "A" line with P.I. greater than 7  |  |
| SW                                 | $C_u = \frac{D_{60}}{D_{10}}$ greater than 4; $C_c = \frac{(D_{30})^2}{D_{10} \times D_{60}}$ between 1 and 3 |  |
| SP                                 | Not meeting all gradation requirements for GW   |  |
| SM                                 | Atterberg limits below "A" line or P.I. less than 4   | Limits plotting in shaded zone with P.I. between 4 and 7 are borderline cases requiring use of dual symbols. |
| SC                                 | Atterberg limits above "A" line with P.I. greater than 7  |  |

Determine percentages of sand and gravel from grain-size curve. Depending on percentage of fines (fraction smaller than No. 200 sieve size), coarse-grained soils are classified as follows:

Less than 5 percent ..... GW, GP, SW, SP  
 More than 12 percent ..... GM, GC, SM, SC  
 5 to 12 percent ..... Borderline cases requiring dual symbols



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## MEMORANDUM 25-48

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TO: Princeton Public Utilities Commission  
FROM: Keith R. Butcher, General Manager  
SUBJECT: Commitment to Public Power  
DATE: December 17, 2025

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### ITEM SUMMARY

At the last Commission meeting, staff were directed to draft up a formal resolution affirming the Commission's continued support for local public power. Draft language is attached.

### POTENTIAL MOTION

"The Commission adopts Resolution 25-11 and requests that the Princeton City Council adopt a similar concurrent resolution."

## **RESOLUTION 25-11**

### **RESOLUTION OF THE PUBLIC UTILITIES COMMISSION OF THE CITY OF PRINCETON AFFIRMING ITS COMMITMENT TO LOCAL PUBLIC POWER**

WHEREAS, the Village Council of the Village of Princeton, by resolution adopted on March 16, 1911, created a Water, Light, Power, and Building Commission in and for the Village of Princeton; and

WHEREAS, the Water and Light Commission in and for the Village of Princeton became, in 1949, by operation of Minnesota Statutes §§ 412.331–412.391, a municipal utility now known as the Public Utilities Commission of the City of Princeton (PPUC); and

WHEREAS, since 1911, the citizens of Princeton have placed a high value on local choice, accountability, and community services, choosing to operate a community-owned, not-for-profit utility that provides customers and owners a direct voice in utility operations and policies; and

WHEREAS, PPUC provides reliable, efficient, and safe electricity, clean and safe drinking water, and employs sound business practices to ensure high-quality service at not-for-profit rates; and

WHEREAS, PPUC is a valuable community asset contributing to enhanced system reliability, customer service, energy efficiency, environmental stewardship, economic development, safety awareness, and community engagement; and

WHEREAS, PPUC's electric service territory includes the Village of Princeton and portions of nearby areas, and PPUC is authorized to provide electric service to all areas within the limits of the City of Princeton; and

WHEREAS, PPUC is a dependable and trustworthy institution whose local governance provides strong consumer protections and supports the continued well-being of the community; and

WHEREAS, PPUC has determined that providing electric service throughout all areas within the corporate boundaries of the City of Princeton is in the best interests of its existing customers and the citizens of Princeton, for the following reasons:

- Economies of scale from expanded service territory reduce unit costs and improve overall electric value.
- A larger customer base strengthens economic development efforts and helps attract major power users.
- Local generation resources reduce reliance on the grid and provide enhanced reliability during extreme conditions.
- Uniform municipal service territories support coordinated planning for development and infrastructure.

- Service to economic development areas increases the City-PPUC collaboration in supporting growth.
- Consistent municipal electric service enhances local control and reduces customer confusion.
- Local dispatch allows faster response times for outages, fires, and accidents involving electric equipment.
- Expansion of service territory occurs at no cost to the City or its taxpayers.

WHEREAS, PPUC has begun developing offers to acquire portions of electric service territory within the corporate limits of the City of Princeton that it does not currently serve; and

WHEREAS, PPUC believes that support from the Princeton City Council will facilitate orderly and efficient pursuit of an expanded municipal electric service;

NOW, THEREFORE, BE IT RESOLVED by the PPUC that it affirms its continued commitment to operate for the benefit of the community by providing low-cost, safe, reliable, and sustainable electricity and clean drinking water, consistent with its mission since 1911; and

BE IT FURTHER RESOLVED that the PPUC hereby requests that the City Council of the City of Princeton adopt a resolution, generally in the form attached as Exhibit A, continuing its support of the PPUC and its efforts.

Passed and adopted this \_\_\_ day of \_\_\_\_\_, 202\_.

xx, Chair

ATTEST: Secretary/Treasurer

## Exhibit A – Proposed City Council Support Resolution

CITY OF PRINCETON

### RESOLUTION NO. 2x-xx

#### A RESOLUTION SUPPORTING THE PUBLIC UTILITIES COMMISSION OF THE CITY OF PRINCETON

WHEREAS, the City of Princeton receives reliable, safe, and locally controlled electric and water service through the Public Utilities Commission of the City of Princeton (PPUC), a municipal utility serving the community since 1911; and

WHEREAS, the City Council recognizes that local public power provides significant community benefits, including accountability, reliability, economic development support, and direct reinvestment into Princeton; and

WHEREAS, the PPUC has determined that expanding its electric service territory to cover all areas within the corporate limits of the City of Princeton is in the best interests of its existing customers and the community as a whole; and

WHEREAS, the City Council agrees that a uniform municipal electric service area will enhance development planning, support economic growth, improve operational efficiency, and increase reliability for residents and businesses;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Princeton that it supports the PPUC and its efforts; and

BE IT FURTHER RESOLVED that the City Council encourages continued collaboration between the City and PPUC in support of this effort and future infrastructure planning.

Passed and adopted this \_\_\_ day of \_\_\_\_\_, 202\_.

Mayor

ATTEST: City Administrator