

Minutes of the Moorhead Public Service Commission
Hjemkomst Center, Auditorium
Tuesday, December 16, 2025 – 4:30 PM

MEMBERS PRESENT: Lisa Borgen, Matthew Leiseth, Steve Lindaas, Jason Ness, and Joel Paulsen

MEMBERS ABSENT: Paul Baker

OTHERS PRESENT: General Manager Travis Schmidt; Staff Members Taylor Holte, Jake Long, Mark Moilanen, Susan Orth, Marc Pritchard, and James Sumba; MPS Attorney John Boulger; Amy Collins, Missouri River Energy Services; Anthony Nelson, Clay County Soil and Water Conservation District; Assistant City Manager Mike Rietz

1. CALL TO ORDER.

Chairperson Paulsen called the meeting to order at 4:31 PM. A quorum of the following members was present: Borgen, Leiseth, Lindaas, Ness, and Paulsen.

2. APPROVE AGENDA.

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

3. APPROVE CONSENT AGENDA.

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

[The consent agenda approved above includes all items shown herein with an asterisk (*). These items were considered routine or non-controversial by the Commission and were enacted by the Commission in one motion, which is the motion above to approve the consent agenda.]

***4. APPROVE MINUTES OF NOVEMBER 18, 2025.**

Commissioner Lindaas made a motion to approve the minutes of November 18, 2025. Commissioner Ness seconded the motion. The motion passed with a 5-0 vote. Voting Yes: Borgen, Leiseth, Lindaas, Ness, and Paulsen. Voting No: None.

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

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

- *6. APPROVE SPECIFICATIONS AND AUTHORIZE ADVERTISEMENT FOR BIDS FOR FURNISHING 115 KV IPO BREAKERS AT MPS' SOUTHEAST AND NORTHEAST SUBSTATIONS.**

Commissioner Lindaas made a motion to approve the specifications and authorize advertisement for bids for Furnishing two 115 kV Independent Pole Operation Breakers at Moorhead Public Service's Northeast and Southeast Substations, contingent upon final legal approval. Commissioner Ness seconded the motion. The motion passed with a 5-0 vote. Voting Yes: Borgen, Leiseth, Lindaas, Ness, and Paulsen. Voting No: None.

- *7. APPROVE AGREEMENT NO. 2 WITH ASN CONSTRUCTORS FOR THE RELOCATION OF MPS' 115 KV TRANSMISSION LINE AT THE STORM WATER DIVERSION CHANNEL IN WEST FARGO.**

Commissioner Lindaas made a motion to approve Agreement No. 2 with ASN Constructors for the relocation of Moorhead Public Service's 115 kV transmission line at the Storm Water Diversion Channel in West Fargo, contingent upon final legal approval by MPS Attorney John Boulger. Commissioner Ness seconded the motion. The motion passed with a 5-0 vote. Voting Yes: Borgen, Leiseth, Lindaas, Ness, and Paulsen. Voting No: None.

- *8. APPROVE SPECIFICATIONS AND AUTHORIZE ADVERTISEMENT FOR BIDS FOR 2026 WATER DISTRIBUTION PIPE AND FITTINGS.**

Commissioner Lindaas made a motion to approve the specifications and authorize advertisements for bids for 2026 Water Distribution Pipe and Fittings. Commissioner Ness seconded the motion. The motion passed with a 5-0 vote. Voting Yes: Borgen, Leiseth, Lindaas, Ness, and Paulsen. Voting No: None.

- *9. APPROVE 2026 PAYROLL VENDORS.**

Commissioner Lindaas made a motion to approve the 2026 payroll vendors. Commissioner Ness seconded the motion. The motion passed with a 5-0 vote. Voting Yes: Borgen, Leiseth, Lindaas, Ness, and Paulsen. Voting No: None.

- *10. APPROVE 2026 DELEGATES.**

Commissioner Lindaas made a motion to approve 2026 delegates and alternates. Commissioner Ness seconded the motion. The motion passed with a 5-0 vote. Voting Yes: Borgen, Leiseth, Lindaas, Ness, and Paulsen. Voting No: None.

- *11. APPROVE 2026 MEMBERSHIPS.**

Commissioner Lindaas made a motion to approve 2026 memberships. Commissioner Ness seconded the motion. The motion passed with a 5-0 vote. Voting Yes: Borgen, Leiseth, Lindaas, Ness, and Paulsen. Voting No: None.

12. CUSTOMERS TO BE HEARD/RECOGNITIONS.

There were no customers to be heard.

General Manager Travis Schmidt recognized Moorhead Public Service (MPS) Water Division Equipment Operator Greg Gilbertson for reaching his 15-year milestone.

13. OLD BUSINESS.

There was no old business to discuss.

14. REPORTS.

City Council.

Commissioner Borgen stated that the Moorhead City Council approved the City of Moorhead's 2026 budget on December 8, 2025.

Public Service Commission.

Commissioner Leiseth provided information regarding Mid-West Electric Consumers Association's Annual Meeting, which he and General Manager Travis Schmidt attended on December 9-11, 2025, in Denver, Colorado. Leiseth highly recommended that other Commissioners attend this annual meeting, if available.

General Manager's Report.

General Manager Travis Schmidt provided an introduction of the General Manager's Report, which included updates on 2025 American Water Infrastructure Act (AWIA) Compliance, a thank you note from Red River Water Festival for MPS' sponsorship, and MPS employees participated in a food drive for the Dorothy Day Food Pantry, Xcel Energy's Holiday Lights Parade, and bell ringing for The Salvation Army.

Water Plant Manager Marc Pritchard provided additional information on the 2025 AWIA Compliance. Pritchard responded to questions of the Commission.

Accept Report on Cogeneration and Small Power Production Tariff Report for 2026 and Update on Distributed Generation Workbook.

Project Engineer Taylor Holte provided an overview of the report for any Moorhead customers interested in installing solar panels on their homes.

Commissioner Borgen made a motion to accept the report on the Cogeneration and Small Power Production Tariff Report for 2026, update on the Distribution Generation Workbook, and authorize the General Manager to approve and execute the Distributed Generation Interconnection Agreements for 2026. Commissioner Ness seconded the motion. The motion passed with a 5-0 vote. Voting Yes: Borgen, Leiseth, Lindaas, Ness, and Paulsen. Voting No: None.

15. APPROVE 2026 STRATEGIC DIRECTION MATRIX AND REVIEW SECTION 1.4 ON THE MISSION STATEMENT OF MPS' PERSONNEL POLICY MANUAL.

General Manager Travis Schmidt provided a brief overview of the 2025-2027 Strategic Plan. Amy Collins, Missouri River Energy Services' Member Programs Coordinator, provided a detailed overview of the strategic planning process, which included participation and input from the Commission and all MPS staff during meetings held on October 28-30, 2025. Chairperson Paulsen thanked MPS staff for participating in the strategic planning process.

Commissioner Leiseth made a motion to approve the 2026 Strategic Direction Matrix and review Section 1.4 on the Mission Statement of Moorhead Public Service's Personnel Policy Manual. Commissioner Ness seconded the motion. The motion passed with a 5-0 vote. Voting Yes: Borgen, Leiseth, Lindaas, Ness, and Paulsen. Voting No: None.

16. PUBLIC INFORMATION MEETING ON PART I OF THE WELLHEAD PROTECTION PLAN.

Water Plant Manager Marc Pritchard provided background information and a presentation on MPS' Wellhead Protection Plan. Pritchard responded to questions of the Commission. Discussion was held.

Commissioner Lindaas made a motion to approve holding a public information meeting regarding Part I of the Wellhead Protection Plan. Commissioner Ness seconded the motion. The motion passed with a 5-0 vote. Voting Yes: Borgen, Leiseth, Lindaas, Ness, and Paulsen. Voting No: None.

17. APPROVE AGREEMENT WITH WEST CENTRAL MINNESOTA COMMUNITIES ACTION FOR THE CONSERVATION IMPROVEMENT PROGRAM.

Project Engineer Taylor Holte provided an overview of MPS' Conservation Improvement Program, explaining how Moorhead residents who qualify for the program receive ENERGY STAR[®]-rated appliances. Holte responded to questions of the Commission. Discussion was held.

Commissioner Borgen made a motion to approve the Conservation Improvement Program Agreement between Moorhead Public Service and West Central Minnesota Communities Action. Commissioner Lindaas seconded the motion. The motion passed with a 5-0 vote. Voting Yes: Borgen, Leiseth, Lindaas, Ness, and Paulsen. Voting No: None.

18. APPROVE SPONSORSHIP REQUEST FROM SPREAD YOUR SUNSHINE FOR THE JOY PROJECT.

General Manager Travis Schmidt provided a brief overview of the sponsorship request from Spread Your Sunshine for The Joy Project, which aims to provide Christmas Eve meals and gifts to individuals living in hotels, shelters, and low-income housing, as well as those who have recently transitioned out of homelessness in Moorhead.

Commissioner Ness made a motion to approve the sponsorship request from Spread Your Sunshine for The Joy Project in the amount of \$2,000. Commissioner Leiseth seconded the motion. The motion passed with a 5-0 vote. Voting Yes: Borgen, Leiseth, Lindaas, Ness, and Paulsen. Voting No: None.

19. APPROVE FINAL 2026 BUDGET AND RATES.

Administration and Finance Manager Mark Moilanen provided information on the proposed 2026 electric and water rate increases. Commissioners commended staff for keeping MPS' electric and water rates affordable for its ratepayers.

Commissioner Borgen made a motion to approve the 2026 Moorhead Public Service Commission's budgets and rates. The budgets include increases equivalent to an overall 2.0 percent for electric rates and 5.5 percent overall increase in water rates. Commissioner Leiseth seconded the motion. The motion passed with a 5-0 vote. Voting Yes: Borgen, Leiseth, Lindaas, Ness, and Paulsen. Voting No: None.

20. CLOSE MEETING FOR EXECUTIVE SESSION.

The meeting was not closed for executive session.

21. UPCOMING MEETINGS.

Upcoming meetings of the Moorhead Public Service Commission are scheduled for January 6, 2026 (if needed), and January 20, 2026.

22. ADJOURN.

The meeting adjourned at 5:36 PM.

The minutes herein are approved on this 20th day of January, 2026.

APPROVED BY:



Joel Paulsen
Chairpersonⁱ

ATTEST:



Lisa Borgen
Secretaryⁱ

ⁱ Pursuant to the Bylaws of the Moorhead Public Service Commission adopted January 18, 2022, Article 3, Section 11, states, "The Chairperson and Secretary shall sign, execute, and acknowledge all instruments authorized by the Commission or as are incident to the office. If either the Chairperson or Secretary is unavailable to execute an instrument, the Vice Chairperson may execute the instrument in place of the unavailable officer. Execution of instruments by two officers is required."