



Commission Meeting

JUNE 23RD, 2026

Commission Meeting Agenda June 23rd, 2026

Chair J. Bayliss	—	Commissioner J. Sandstede	—
Commissioner J. Hart	—	Commissioner J. Babich	—
Commissioner J. Stokes	—	Legal Counsel A. Borland	—
HR Director K. Powers	—	Power Plant Manager D. Edwards	—
Energy & Operations Manager P. Plombon	—	Executive Assistant M. Schoeben	—
Engineering Manager P. Skubinna	—	Interim Controller T. Mattonen	—

Discussion Items

1. Transition Committee Update
2. Approval Limit Discussion
3. Financials/Cashflow/Auto Signature
4. Two Phase Approach to Upgrade Operating System at Power Plant
5. Remote Vehicle Monitoring
6. Charitable Contributions
7. Rate Increases

Action Items

1. Authorize Request for Contribution from the Hibbing Chamber of Commerce
2. Authorize Commissioners to Attend 7/7/26 & 7/8/26 Strategic Planning Meeting with Karleen Kos, CEO of MMUA.
3. Authorize Quarter 3 Travel
4. Approval for May Financials – Bethany Ryers presenting Virtually
5. Request Transfer from 4M Account
6. Authorize IT Service Company Switch
7. Approve Resolution 26-09; Surplus Equipment
8. Approve Resolution 26-10 Authorizing Banking Designated Signers
9. Approve General Manager Revised Job Description
10. Approval to Recruit for General Manager
11. Authorize Purchase from Novaspect
12. Authorize Purchase of Feed water Pump Recirc Valve-
13. Approval of Vegetation Management

Closed Session

1. Potential Property Acquisition



Item 4

Item 4 – Delta V Power Plant Software/Hardware Upgrade

June 23rd, 2026

James Bayliss
Commission Chair
1902 E. 6th Avenue
Hibbing, MN 55746

RE: Item 4 – Delta V Power Plant Software/Hardware Upgrade

Dear Commissioners;

For your consideration we are presenting a two-phased approach developed by Novaspect for the upgrade of the software and hardware at the Power Plant and Water Treatment Plant. The current operating program of Delta V is on Version 14 with support already ended. The Version 16 upgrade would be valid through 2031. In order to operate these higher versions of Delta V a variety of hardware needs to be updated as well. Some of the power plant controllers are 16 years old with Dell Servers and Workstations at 7 years old and beyond warranty.

Please see attached phased approach and estimate.

Thank you for your consideration.

Please see attached quote and comparison.

Thank you for your consideration.

Sincerely,



Paul Plombon
Energy & Operations Manager

The estimates below include a 20% increase in server costs as prices are dramatically increasing monthly.

Phase I

Controllers, Power Supplies, Servers	\$225,883.00
Controller Replacement Services	\$11,443.00
Total Phase I	\$237,326.00

Phase II

Remaining Upgrade BOM	\$37,068.00
Upgrade Services	\$60,377.00
Total Phase II	\$97,445.00

Project

Total Phase I	\$237,326.00
Total Phase II	\$97,445.00
Project Total	\$334,771.00
Optional Live Software	\$12,498.00

Hibbing Public Utilities Commission
Hibbing, Minnesota



DeltaV v16.LTS Upgrade

Novaspect Proposal

Proposal Reference: N-358497

Rev: 2a

Date: 06/04/2026



Date	Rev	Description	Issued By	Reviewed By
06/04/2026	2a	Proposal refresh	KDO	
12/15/2025	1b	Proposal refresh	BSM	SJK
9/11/2024	0b	Initial proposal	BSM	KDO

 	Hibbing Public Utilities Commission	
	DeltaV v16.LTS Upgrade	
	Date: 06/04/2026	Rev: 2a
	Proposal: N-358497	Page: 1

1 Summary

This proposal has been prepared for the Hibbing Public Utilities Commission in Hibbing, Minnesota to provide hardware and services to upgrade the existing system to version 16.LTS. This proposal includes system hardware and software as well as design and configuration engineering services to complete the upgrade as specified below. This migration will allow Hibbing Public Utilities Commission to take full advantage of the features available in the specified version of DeltaV.

As with all projects, Hibbing Public Utilities Commission involvement and support throughout the upgrade is desired and paramount to project success. The following items have been identified by Hibbing Public Utilities Commission as project objectives for the process automation system:

- Modernization – Provide new state-of-the-art DeltaV system software and workstations to replace aging software and workstations.
- Schedule – Provide a project methodology to complete the system upgrade and minimize system downtime.
- Experience – Work with an experienced Upgrade team that has implemented solutions for over 200 upgrade customers across our territory.

The timeline below outlines how long your DeltaV system will continue to meet Secure and Reliable™ standards supported by Novaspect, as a result of your recent upgrade. After this period, system performance may degrade due to missing DeltaV and Microsoft hotfixes or patches, and support limitations may arise from expired Dell warranties.

To ensure continued performance and supportability of your DeltaV control system, we recommend upgrading to the latest Emerson and Novaspect supported platform before the listed date.

Supported Through Date	Reason
November 2024	DeltaV v14 moved to retired status November 2024
December 2028	DeltaV v15 moves to retired status December 2028

1.1 Preliminary Consultation

This proposal is based on our current understanding of the system requirements. The preliminary engineering is based on data that was provided to Novaspect and our familiarity with the system. The system details are presented in Appendix A, "DeltaV System Details". Disagreement with any of this data or the stated assumptions should be immediately brought to Novaspect's attention.

1.2 Upgrade Execution Approach

The DeltaV system upgrade may be executed online or offline, depending on the operational constraints of Hibbing Public Utilities Commission:

- Offline Upgrade: The process will be shut down during the upgrade window, allowing for a full system migration without active control. This method enables maximum efficiency, as engineering teams can work directly on DCS nodes and infrastructure without the need to coordinate around live operations. It minimizes risk, simplifies execution, and is preferred when downtime is acceptable. There will be a planned shutdown during the upgrade period
- Online Upgrade: The upgrade will be performed while the process remains operational. This approach requires careful planning and coordination to ensure system integrity. It is suitable for facilities where shutdown is not feasible or simplex controllers.

Onsite execution of DeltaV upgrade from v14.LTS to v16.LTS is proposed as an **Online** Upgrade.

1.3 Project Scope

1. DeltaV system ID: 0001-0002-4664
2. AMS system ID: 0002-0003-8619
3. In-Office upgrade evaluation and qualification from v14.LTS to v16.LTS.
 - Upgrade evaluation of the existing DeltaV hardware and software for compatibility with DeltaV v16.LTS. This evaluation will be based only on the information gathered during the site audit.

Current Version	Upgrade Path
v14.LTS	Upgrade to 16.LTS

- Upgrade testing of the DeltaV database in a laboratory environment that starts with DeltaV v14.LTS and includes a dry run of the upgrade procedure for the Professional Plus.
4. Review currently available and applicable Knowledge Base Articles (KBA) and Release Notes associated with the DeltaV System.

1.3.1 Hibbing Public Utilities Commission Responsibilities

1. Performing an upload prior to the upgrade to capture parameters that are crucial to the process but have not yet been transferred to the database. If requested, Novaspect can provide assistance on a time and expenses basis.

2. All 3rd party software functionality post upgrade (i.e. Microsoft Excel). This includes updating software revisions, installing drivers, any configuration of software, and ensuring that the proper versions are available during the upgrade. If requested, Novaspect can provide assistance on a time and expenses basis.
3. Emerson requires that an active Guardian Support account is being maintained at the time of the upgrade. Pricing for Guardian Support is not included in this proposal. According to Emerson records, system ID 0001-0002-4664 Guardian Support expires 01/01/2029.

1.3.2 Assumptions and Clarifications

1. The current control system is in good, working condition. All appropriate hardware including software licenses have been or will be purchased before the migration services are provided. Any modifications and additions to the existing system not listed below can be covered under a separate proposal.
2. In case of any physical hardware infrastructure failures (for example but not limited to, servers, storage area network, networks, disks) may impact project timing and include a change order.
3. The current system as it exists today consists of the components listed in Appendix A. The hardware and software Bill of Materials being supplied with this proposal are shown in Appendix B. A count of components included in the upgrade is shown in the following table.

Components Included in the Upgrade	Count
ProPlus:	1
Number of Application Stations or RAS Nodes:	2
Number of Operator, PRO, Maintenance or Remote Operator Stations:	5
Operator Station with Remote Clients:	0
Number of Redundant Controllers (Counted 1 per pair):	7
Number of Simplex Controllers:	2
Number of CIOC (Counted 1 per pair):	0
Number of Remote IO nodes:	1
Number of SIS Controller:	0
Number of Redundant SIS Controller (Counted 1 per pair):	0
OPC DA Server Connection Types:	0
Historian Server Connection Types:	0
A&E Server Connection Types:	0
Other 3rd party Connection Types:	0

4. Novaspect resources will perform activities as directed by Hibbing Public Utilities Commission. Hibbing Public Utilities Commission will be responsible for supporting and facilitating these activities (e.g. obtaining safe work permits, providing access to operations personnel, providing opportunities to test software, etc....).

5. Upgrading DeltaV Simulate is not included in this proposal.
6. Novaspect will provide field notes and trip reports to document system modifications and the status of any unresolved issues.
7. It is assumed that the upgrade will be performed while the control system is in a safe, non-operating state.
8. Appendix A lists the computers that will be upgraded during the system upgrade to version 16.LTS. All workstations and servers will be installed with Windows 10 and Server 2022 64-bit version of the Operating System.
9. Novaspect will schedule a 1-hour kickoff meeting via teleconference to review the project and goals prior to performing any project related activities.
10. The upgrade is based on the most recent Guardian registration file (12/18/2025).
11. Verify communication and configuration of the connections to the following:
 - a. No OPC connections
12. Firmware upgrade or replacement of DeltaV network switches will be done outside the upgrade window.
13. A configuration freeze will be made 2 weeks prior to the site implementation. During the freeze period, no changes should be made in the DeltaV configuration database. If changes cannot be avoided, the customer must ensure management of change is in place before the final configuration is used in the site implementation.
14. The DeltaV control system is currently not using Batch functionality or PLMs.
15. Novaspect is not making any changes to the system architecture or configuration except for those explicitly affected by either the DeltaV upgrade or flashing of the controllers.
16. Novaspect may use portable mass storage devices (USB) to transfer data between Novaspect and Hibbing Public Utilities Commission systems. USB devices will be formatted and scanned prior to every use in accordance with Novaspect best practices. Upon request USB devices can be encrypted.
17. The remote I/O rack, RIO-1-1, cannot be upgraded online. Upgrading this node will initialize all I/O channels on the remote I/O rack.
18. The simplex controllers, WTP-1 and WTP-2, cannot be upgraded online. Upgrading this node will initialize all connected I/O channels.

1.3.3 Limitations

The limitations on the project scope include:

1. The project will involve general discussion of the procedures for upgrading the DeltaV software.
2. Post-upgrade verification of the integrity of data in the migrated Historian archives is customer's responsibility.
3. The DeltaV Operate graphics migration assessment is limited to general usability and spot checks and is not comprehensive.

4. The upgrade assessment study is based on the information provided regarding the database, graphics, controller, and workstation nodes.
5. This upgrade does not include testing and/or reconfiguration of any specialized engineering configuration.

1.4 Proposed Schedule

The table below presents an approximate project schedule with timing and expected inputs from Hibbing Public Utilities Commission. The actual schedule will be created through collaboration and mutual agreement between the Novaspect and Hibbing Public Utilities Commission project managers at project inception.

	Weeks ARO	Responsible Party
Kickoff		
Purchase Order w/ Mutual Terms	0	Hibbing Public Utilities Commission
Kickoff Meeting Evaluate Hardware Risk	2	Hibbing Public Utilities Commission / Novaspect
Phase 1		
Upgrade Audit	3-7	Novaspect
Issue Audit Report	8	Novaspect
Order Hardware	8-12	Novaspect
Phase 2		
Hardware Staging	13-15	Novaspect
Hardware Shipment to Site	16	Novaspect
Site Services		
Delivery to Site	17	Novaspect
Upgrade execution	17-19	Hibbing Public Utilities Commission / Novaspect

The DeltaV Upgrade services will require four (4) consecutive business days (Monday – Friday).

2 Investment Summary

Item	Description	Investment
1	Upgrade Project Services <ul style="list-style-type: none"> Project Management Project Meetings Procurement Site Audit Upgrade Evaluation System Integrity Review Upgrade Implementation Onsite Project Expenses 	\$66,332
2	Upgrade Bill of Materials <ul style="list-style-type: none"> See Appendix B for BOM 	\$233,709
Total Fixed Investment Services and BOM		\$300,041
3	Fixed Investment Project Option #1: DeltaV Live Software <ul style="list-style-type: none"> See Appendix B for BOM 	\$12,498
Total with Project Options		\$312,539

2.1 Payment Schedule

Milestone	Description	Invoice	Invoice Amount
Line 1 – Project Services			
1	On Receipt of Order	60%	\$39,799.20
2	Upgrade Services Complete	40%	\$26,532.80
Line 2 – Bill of Materials			
1	Placement of order(s) to the supplier(s).	50%	\$116,854.50
2	Shipment of Products	50%	\$116,854.50
Line 3 – Project Option #1			
1	Placement of order(s) to the supplier(s).	50%	\$6,249.00
2	Shipment of Products	50%	\$6,249.00

2.2 Commercial Notes

- This proposal is valid for 30 days after the date of its issue.
 - Computing and Networking Hardware pricing and lead times in this proposal are based on current supplier pricing and availability at the time the proposal is issued. Due to ongoing market volatility and supplier-driven pricing changes, any general proposal validity period identified in this proposal does not apply to Computing and Networking hardware.*
- The proposal investment total may change based on the outcome of the Novaspect upgrade audit confirming hardware and software installed.
- Based on the data we have, Novaspect has developed a cost estimate, presented in the Pricing Summary above to complete this effort. In order to develop a final estimate, the Novaspect DeltaV



- Upgrade Audit of the system will need to be completed
4. Terms and conditions are governed by the master agreement between Novaspect and Hibbing Public Utilities Commission, Master Terms and Conditions for Work, Dated 1/10/2025.
 5. Freight charges will be pre-paid and billed.
 6. Taxes will be pre-paid and billed at cost.
 7. Change orders will be handled via defined change request procedures. All change orders will be priced individually and agreed upon prior to commencement of the work.
 8. Effective 10/1/2022: All purchase orders processed with a credit card will incur a 2.5% transaction fee. Please reach out to ar@novaspect.com to set up payment by ACH or check.
 9. Subscriptions will be reviewed annually for changes in system size and will produce a change in the above pricing.
 10. Should Buyer request termination, Seller is entitled to payment for (a) with respect to goods, as set forth in Article 7 of the Novaspect Standard Terms and Conditions of Sale of Goods and Service section of this Proposal unless termination language for goods exists in negotiated terms and conditions between the parties, and (b) with respect to services and notwithstanding any rates elsewhere negotiated, the larger of 10% of the aggregate value of the services specified under this Proposal or the sum of \$200/hour for services incurred as of the effective date of termination and (c) with respect to subscription software, all such subscriptions are non-cancelable and, in the event of termination, all amounts that would have become due for the remainder of the subscription term shall accelerate and become due and payable immediately as of the termination.
 11. All Emerson software included in this proposal is licensed subject to the Software Product Agreement located at www.Emerson.com/Software-Product-Agreement. Your issuance of a purchase order for the software referenced in this proposal, or your use of the software, shall constitute your acceptance of the Software Product Agreement.
 12. Client is responsible for all End User licensing agreements for Software installed in this project.
 13. The prices quoted herein are subject to change based upon any tariff-related surcharges, fees or price increases assessed by Novaspect's suppliers.

2.3 Contacts

Please request information from your Novaspect Sales Team.

Ben Wieggers
Direct: 952-738-2947
2885 Water Tower Place
Chanhassen, MN 55317
Main: 952-934-5100

2.4 Purchase Order Instructions

Please submit email purchase orders with reference to Proposal Number N-358497 (Revision 2a, dated 06/04/2026.) and Master Terms and Conditions for Work, Dated 1/10/2025 to the following address:

customerpo@novaspect.com



3 APPENDIX A – DeltaV System Details

3.1 DeltaV Workstations

Node Name	Serial	Model	OS	Workstation Type	Replacing
4AHMI101A	F806PY2	POWEREDGE T640	Windows Server 2016 Standard (64-bit)	Local ProfessionalPlus	Yes
4AHMI101B	F805PY2	POWEREDGE T640	Windows Server 2016 Standard (64-bit)	Local Application	Yes
4AHMI101C	Not available	Unknown	Windows Server 2016 Standard (64-bit)	Local Application	Yes
4AHMI101D	9DFX3Y2	OptiPlex XE3	Windows 10 Enterprise 2016 LTSP (64-bit)	Local Operator	Yes
4AHMI101E	806N1G3	5820 XL Tower	Windows 10 Enterprise 2016 LTSP (64-bit)	Local Operator	Yes
4AHMI101F	9DCR3Y2	OptiPlex XE3	Windows 10 Enterprise 2016 LTSP (64-bit)	Local Operator	Yes
4AHMI101G	6H73BZ2	5820 XL Tower	Windows 10 Enterprise 2016 LTSP (64-bit)	Local Operator	Yes
4AHMI101H	9DDV3Y2	OptiPlex XE3	Windows 10 Enterprise 2016 LTSP (64-bit)	Local Operator	Yes



3.2 DeltaV Controllers

Node Name	Model Number	Description	Firmware	Replacing
4AHDA101	VE3008	DeltaV MQ Controller	14.3.1.7397.xr	No
4AHDA101-partner	VE3008	DeltaV MQ Controller	14.3.1.7397.xr	No
DVRC-2	VE3006	DeltaV MD Plus Controller	14.3.1.7397.xr	Yes
DVRC-2-partner	VE3006	DeltaV MD Plus Controller	14.3.1.7397.xr	Yes
DVRC-2-1	VE3006	DeltaV MD Plus Controller	14.3.1.7397.xr	Yes
DVRC-2-1-partner	VE3006	DeltaV MD Plus Controller	14.3.1.7397.xr	Yes
DVRC-2-2	VE3008	DeltaV MQ Controller	14.3.1.7412.xr	No
DVRC-2-2-partner	VE3008	DeltaV MQ Controller	14.3.1.7412.xr	No
DVRC-2-3	VE3006	DeltaV MD Plus Controller	14.3.1.7397.xr	Yes
DVRC-2-3-partner	VE3006	DeltaV MD Plus Controller	14.3.1.7397.xr	Yes
DVRC-TG	VE3008	DeltaV MQ Controller	14.3.1.7412.xr	No
DVRC-TG-partner	VE3008	DeltaV MQ Controller	14.3.1.7412.xr	No
DVRC-TG6	VE3008	DeltaV MQ Controller	14.3.1.7412.xr	No
DVRC-TG6-partner	VE3008	DeltaV MQ Controller	14.3.1.7412.xr	No
WTP-1	VE3006	DeltaV MD Plus Controller	14.3.1.7397.xr	Yes
WTP-2	VE3008	DeltaV MQ Controller	14.3.1.7412.xr	No



4 APPENDIX B – Bill of Materials

4.1 Included Hardware-Software Components

Novaspect Bill of Materials Reference/Revision: N-358497 Rev 3

Item No	Qty	Model Number	Description	Unit Proposal Price (USD)	Total Proposal Price (USD)
Replacement Controllers					50,429
1	7	VE3008	MQ Controller	6,425.30	44,977
2	7	VE5109	DC to DC System Power Supply	778.84	5,452
Hardware					146,212
3	2	SE2733C02	DeltaV Rack-Mount Server with Windows Server IoT 2025; Four 1.6TB Solid State Drives; RAID 10; 32GB RAM; 5-year warranty	32,662.72	65,325
4	1	SE2733C01	DeltaV Rack-Mount Server with Windows Server IoT 2025; Two 1.6TB Solid State Drives; RAID 1; 32GB RAM; 5-year warranty	23,757.79	23,758
5	1	SE2734C02	Tower Server for DeltaV with Windows Server IoT 2025; Four 1.6TB Solid State Drives; RAID10; 5-year warranty	29,486.47	29,486
6	3	SE2500-KIT7	Enhanced Single 4K/MST Quad HD KVM extender pair	2,206.01	6,618
7	5	SE2610C02	DeltaV Small Form Factor Tower Workstation; Quad Monitor capable; Win11 IoT LTSC 2024; 2 512GB Solid State Drives, Software RAID 1; 32GB RAM; 5-year warranty	2,547.79	12,739
8	14	SE2820	24-inch MST LED monitor - Dell UltraSharp 24 Monitor U2424H; HDMI/DP; 3 yr warranty, 1 DP and 1 USB cable included	270.52	3,787
9	6	VE5127	DeltaV Bulk Power Supply 100-240 VAC to 24 VDC, 20A, conformal coating. SDN 20-24-100CX	399.89	2,399
10	1	VE5132	DeltaV Bulk Power Supply Redundancy Module, 12-28V, 40A, conformal coating. SDN 2X20REDX	108.42	108
11	1	SR24UB	24U Rack Enclosure Server Cabinet 33" Deep w/ Doors & Sides - rack - 24U	1,591.95	1,592
12	1	PD-1815R-RN	19" Rack Power Distribution	399.99	400
Software					22,832
13	1	VE2301R16LTSL39-PD	DeltaV Software Physical Media Pack; v16.LTS; English.	0.00	0



Item No	Qty	Model Number	Description	Unit Proposal Price (USD)	Total Proposal Price (USD)
14	1	AW7200V15LTSEN	_+AMS Device Manager Guardian Support Shipment; Version 15.LTS; English	0.00	0
15	1	VESYSLDKEXCH	Customer System Hardlock or HASP dongle exchange for LDK dongle	290.89	291
16	1	VE2104K01	Quad-Monitor Workstation License; for use with DeltaV Operate	4,459.78	4,460
17	1	VE2106	Base Workstation Software	1,101.38	1,101
18	1	VF1055MS5RDSCALS	Microsoft Remote Desktop Service Client Access License for Server 2025 5 RDS CALs	722.52	723
19	4	VE22UPS002	Application Station Software Scaleup1000 DV	4,007.86	16,031
20	1	DG7GMGF0PN5H	Microsoft Excel LTSC 2024	226.10	226
Endpoint					1,388
21	1	VE9126UM	Endpoint Security, Unmanaged, for DeltaV Systems, v2.3 Media Pack only. Not compatible with 32-Bit Operating Systems	38.22	38
22	1	Subscriptions Package ID : GS-14961		1,350.00	1,350
22.01	1	VE9126_4664_F187958044FBS	DeltaV Endpoint Security : Year 1/1, 0001-0002-4664, New, With Product Support, 9 Workstations		
Preventive Maintenance					3,610
23	1	Subscriptions Package ID : GS-14960		3,610.00	3,610
23.01	1	VE9053_4664_2BC37C0373B84	DeltaV Preventive Maintenance - Annual Subscription.		
HW Tariffs					2,978
24	1	PSSAMERSURCHARGE-1	PSS Hardware Tariff Surcharge	2978.00	2,978
Pedestal Workstation					6,259
25	1	CUSPCENC01	Universal Mount Industrial 19 inch Monitor Workstation with KVM, Full-Travel Keyboard with Button Pointer, USB, sealed to NEMA 4, IP65/IP66, Yoke and Mounting Kit for Pedestals, Industrial Enclosure for Thin Clients / Small PCs, black powder-coated carbon steel, NEMA 4, IP65/IP66	6,258.51	6,259
Total					233,709



4.2 Optional Hardware-Software Components

Item No	Qty	Model Number	Description	Unit Proposal Price (USD)	Total Proposal Price (USD)
DeltaV Live Software					12,498
1	1	VE21USPS1325	Standard-to-Premium ProfessionalPLUS Workstation Software; 1325 DST	4,632.64	4,633
2	6	VE2104P01	DeltaV Live Operations Premium Performance Pack	1,310.76	7,865
Total					12,498



5 APPENDIX C – Migration Services Checklist

5.1 Proposed Services

Described within this section are the services that are required to complete the system migration. This section also documents the tasks that Novaspect will be providing under this proposal. The proposed services are based on the results of the “Preliminary Consultation” section above as well as what is documented on the following “Migration Services Checklist”. Please review this Checklist for the performance areas that are currently marked as “Customer Responsibility” and plan accordingly. Please review this Checklist for the performance areas that are currently marked as “Customer Responsibility” and plan accordingly.

Migration Services Checklist	Included	Quoted As An Option	Customer Responsibility	Not Applicable or Not Included
Upgrade Management				
Project Management	X			
Migration Review Meeting	X			
Upload Changes to Tuning Parameters			X	
Site Audit Services				
Complete Site Audit Checklist	X			
Database Backup to Disc	X			
Graphics Backup to Disc	X			
Historian Backup to Disc	X			
Diagnostic Check of System	X			
Third Party Interface Verification	X			
Site Audit Report	X			
Off Site Migration Testing Services				
Clean Database Utility Services	X			
Defragment PC Hard Drive	X			
Diagnostic Check of System	X			
Verify PC Size/Support Requirements	X			
Verify Controller Size/Support Requirements	X			
Pre-Migrate Database	X			
Pre-Convert Historical Archives				X
Process Simulation				X
Customer Acceptance Testing				X
Online Upgrade	X			
Database/Software Services				
Migrate Database	X			
System Security (User Manager)	X			
Data Historian Backup and Restore	X			
Convert PI Historian to DeltaV Continuous Historian				X
Web Server				X
DeltaV Operate for Provox DVOP Software Upgrade				X
DeltaV Operate for RS3 DVOR Software Upgrade				X
DeltaV Bailey Connect Software Upgrade				X



Migration Services Checklist	Included	Quoted As An Option	Customer Responsibility	Not Applicable or Not Included
Excel Add-In	X			
DeltaV Mobile	X			
PI to PI Interface to be Maintained				X
PI Datalink to Excel to be Maintained				X
DeltaV PI Protocol Converter Installation				X
DeltaV Historian Interface to Plant Historian to be Maintained				X
OPC Applications (See Appendix A for a list of the 3 rd party devices that OPC is communicating with)				X
Graphics				
Convert from FIX32 to IFIX				X
Convert to Grey Scale Graphics				X
Convert from IFIX to Live				X
Update User Files	X			
Standard Dynamos and Faceplate/Details (Novaspect)	X			
Custom Dynamos and Faceplate/Details (Customer)			X	
Custom Graphic Animation (Customer)			X	
Controllers/Hardware				
Upgrade Controllers	X			
Upload Changes to Tuning Parameters			X	
Upgrade I/O Cards (Offline Upgrade or Redundant I/O)	X			
Update Controller Performance Index history collection				X
Upgrade DeltaV Virtual Studio (DVS)				X
Install new DVS Templates				X
Upgrade existing DVS Templates				X
Upgrade thin client operating systems				X
Other Items				
Site Assessment – Power and Grounding				X
Site Assessment – Basic Cybersecurity				X
Backup the Critical Data of the New Version	X			
Replace AMS Inside with Separate AMS Package				X
AMS Device Manager Software Upgrade	X			
Control Performance Monitoring Score	X			
SureService Registration Automatic Reporting	X			
Custom Report Upgrade				X
Test Ethernet Cable for 10/100 Capacity				X
Third Party Software Packages				X
16.LTS Enabled Features				
Independent DeltaV Domain Controller				X
Trellix Endpoint Protection for DeltaV	X			
DeltaV Live Premium Installation		X		
OPC UA Connectivity				X



6 APPENDIX D – Standard Cables Colors

Network Names	Colors
DeltaV Primary	Yellow
DeltaV Secondary	Black
HCI Direct Link Primary	Blue
HCI Direct Link Secondary	Green
Cluster Management Primary	Gray
Cluster Management Secondary	White
Thin Client Primary	Orange
Thin Client Secondary	Purple
Plant Lan	Red
DLINK	PINK
RAS	BROWN

7 Novaspect Customer Authorized Software Agreement Template

Customer Authorized Software Agreement

Regarding Purchase Orders (POs): _____

This Customer Authorized Software Agreement (“CASA”) acknowledges and confirms that Novaspect, Inc. (“Novaspect”) will be providing third party software installation services to _____ (Name/Address) (“Customer”), under the POs listed above. This CASA is required by the vendor of the software to confirm that Customer acknowledges that they are bound by the End User License Agreement(s) (“EULA”) listed below.

Software products that will be used for this project:

Software Name	Vendor	End User License Agreement available at:
Ex: Windows 11	Microsoft	https://www.microsoft.com/en-us/usetems

By signing this form, the Customer agrees to be bound by the EULA(s) of the third-party software products listed above, even if Novaspect is installing them on Customer’s behalf as a part of their services.

Acknowledged and Accepted by:

Customer

Signature:

Name:

Title:

Date:

8 Novaspect Software Subscription Agreement Template

Software Subscription Agreement

Regarding Purchase Orders (POs): _____

This Software Subscription Agreement (“SSA”) acknowledges and confirms that this project includes software subscription services provided by Novaspect, Inc. (“Novaspect”) to _____ (Name/Address) (“Customer”), under the POs listed above. This SSA is required by the vendor of the software to confirm that Customer acknowledges that they are bound by the subscription terms listed below.

Software terms

Software Name	Vendor	Term of Subscription:
Ex: Windows 11	Microsoft	Three years (start date X to Y)

Customer is obligated to pay for the duration of the Subscription License Term(s) written above.

Acknowledged and Accepted by:

Novaspect, Inc.

Customer

Name:
Signature:

Name:
Signature:

Title:
Date:

Title:
Date:



Item 5

Item 5 – Vehicle Monitoring

June 23rd, 2026

James Bayliss
Commission Chair
1902 E. 6th Avenue
Hibbing, MN 55746

RE: Item 5 – Vehicle Monitoring

Dear Commissioners;

For your discussion, HPU has been reaching out to vendors in regard to remote vehicle monitoring. This concern was brought up primarily since one of our utility vehicles had been stolen. We currently have three potential companies interested in providing this service to HPU. T-Mobile, at \$19 per vehicle, GPS Insight, at \$18, and AT&T, at \$9.93. We would like to discuss whether this is still a current direction we would like to pursue here at the utility.

Thank you for your consideration.

Sincerely,



Paul Plombon
Energy & Operations Manager



Action Item 1

Action Item 1 – Authorize listed Requests for Contribution

June 23rd, 2026

James Bayliss
Commission Chair
1902 E. 6th Avenue
Hibbing, MN 55746

RE: Action Item 1 – Authorize Listed Requests for Contribution

Dear Commissioners;

The Hibbing Public Utilities Commission has the authority to make charitable contributions to community organizations and events that develop the tourist, recreational, industrial, commercial, or vocational resources of Hibbing. As per the Commission direction, contributions are being awarded to qualified organizations as applications are received and then presented to the Commission for authorizations.

The Following contributions are requested to be awarded in the month of June 2026.

Organization	Sector Support	of Request Amount
Hibbing Chamber of Commerce	Commercial	Setup & Take Down Hibbing on Howard Basketball Tournament

Sincerely;



Kendra Powers

Senior Director Human Resources and Organizational Development
Hibbing Public Utilities Commission



REQUEST FOR CONTRIBUTION

The Hibbing Public Utilities Commission (HPUC) has the statutory right to contribute annually a sum not to exceed one percent of the previous year's gross revenues, or \$20,000, whichever is less.

Any party wishing to make request for contribution from the Hibbing Public Utilities Commission must complete this form and submit it to the office of the General Manager, 1902 E. 6th Ave., Hibbing, MN 55746. Applicants may request up to \$500 in funds as related to the below statutory requirements. Larger requests may be considered for the Commission's End-of-Year Charitable Contributions. Requests will be brought to the Commission for discussion and action at the most practical regularly scheduled meeting of the Commission following receipt of the application form.

PURPOSE: By statute, HPUC contribution must be for the purpose of advertising, improving and developing the tourist, recreational, industrial, commercial, or vocational resources of the City of Hibbing.

REQUESTING PARTY INFORMATION:

NAME OF ORGANIZATION: Hibbing Chamber of Commerce

CHECK PAYABLE TO: Same

CONTACT NAME: Amy Mandt PHONE NO. 218-262-3895

ADDRESS: 318 E Howard St., Hibbing, MN 55746

DATE: 6/12/2026

PROJECT DESCRIPTION: (Please provide project description including scope, estimated project costs, location, schedule, etc.)

The Hibbing Jubilee is the largest annual community event for the City of Hibbing. Event Planning includes downtown sidewalk sales, Hoops on Howard, community fireworks, the Jubilee Parade, and the Hibbing Street Dance. The Chamber is requesting in-kind labor support to assist with the set-up and take down of the Hibbing on Howard Basketball Tournament.

AMOUNT OF REQUEST: In-kind contribution of event set up

REASON FOR REQUEST: (Please describe the ways in which the request meets the statutory purpose, describe under PURPOSE above):

The Hibbing Jubilee event draws a large group of local and visiting participants to Hibbing's Downtown benefiting local retailer and restaurants. The event's programming provides a recreational benefit to draw community members together.



REQUEST FOR CONTRIBUTION

HPUC DISPOSITION: (Not to be filled out by applicant)

Commission Secretary

Date

p/forms/admin./Request for Contribution.doc



Action Item 2

Action Item 2 – Request approval for all Commissioners to attend Strategic Planning

June 23, 2026

James Baylis, Commission Chair
Hibbing Public Utilities Commission
1902 E. 6th Avenue
Hibbing, MN 55746

RE: Action Item 2- Request approval for all Commissioners to attend Strategic Planning

Dear Commissioners,

I respectfully request the Commission's approval to allow all Commissioners to be present and participate in the Strategic Planning Meetings scheduled for July 7–8, 2026.

The purpose of these meetings is to review the Commission's priorities, evaluate current initiatives, discuss long-term goals, and develop strategic objectives that will guide the Commission's work moving forward. The participation of all Commissioners is essential to ensure a comprehensive exchange of ideas, collaborative decision-making, and the development of a strategic plan that reflects the collective vision and expertise of the entire Commission.

Full attendance will provide an opportunity for meaningful discussion, alignment on key priorities, and effective planning to support the Commission's mission and responsibilities.

Thank you for your consideration.



Kendra Powers
Senior Director Human Resources and Organizational Development

Hibbing Public Utilities Commission



Action Item 3

Action Item 3– Authorize Travel for Q3 2026

June 23rd, 2026

James Bayliss
Commission Chair
1902 E. 6th Avenue
Hibbing, MN 55746

RE: Action Item 3 – Authorize Travel for Q3 2026

Dear Commissioners;

Please find attached for your review and consideration proposed employee overnight travel for Q3 of 2026.

Thank you for your consideration.



Kendra Powers
Senior Director Human Resources and Organizational Development
Hibbing Public Utilities Commission

Event	Location	Employee	Dates	Total Expected Travel Cost/ person
APGA Annual Conference	Providence, RI	1 Commissioner, Vice Chair	July 26 th –29 th	\$3,500
MMUA Summer Conference	St. Cloud, MN	2 Commissioners, 2 HPU Staff	August 17 th – 19 th	\$1,200
Utility 2030 Energize Retreat	Milwaukee, WI	Customer Service Lead 1 Commissioner or HPU Staff	September 28 th – 30 th	\$1,800

**rough estimates per person (pp)



Action Item 4

Action Item 4 -Approve May 2026 Interim Financials

June 23, 2026

James Bayliss
Commission Chair
1902 E. 6th Avenue
Hibbing, MN 55746

RE: Action Item 4 – Approve May 2026 Interim Financials

Dear Commissioners;

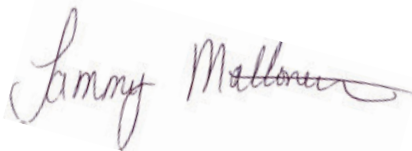
Please find enclosed financials as of May 2026.

The year to date ended May 2026 operating revenue totals \$16 million compared to \$16.2 million for the same period last year. Increases in revenue from the electric utility of \$449K were offset by a decrease of \$786K in gas revenue resulting in a net \$155K decrease in revenue year over year. May 2026 revenue exceeded May 2025 revenue by \$155K.

Operating expenses total \$15.9 million which compares to \$14.1 million in 2025. The increase of \$1.8 M in expenses includes an increase of \$638K in gas prices.

Operating income (operating revenues-minus operating expenses) is 125K compared to \$3.9M one year ago.

Sincerely;



Tammy Mattonen

Public Utilities Commission

Financial Statements and
Supplementary Information

May 31, 2026 and 2025

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Accountants' Compilation Report	1
Financial Statements	
Statements of Net Position	3
Statements of Revenues, Expenses and Changes in Net Position	5
Statements of Cash Flows	6
Other Information	
Schedules of Departmental Revenues and Expenses	8
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Accountants' Compilation Report

To the Commissioners of
Hibbing Public Utilities Commission

Management is responsible for the accompanying financial statements of the Hibbing Public Utilities Commission, which comprise the statements of net position as of May 31, 2026 and 2025 and the related statements of revenues, expenses and changes in net position for the five months ended, in accordance with accounting principles generally accepted in the United States of America. We have performed compilation engagements in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. We do not express an opinion, a conclusion, nor provide any assurance on these financial statements.

Management has elected to omit substantially all the disclosures required by accounting principles generally accepted in the United States of America. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the Company's financial position, results of operations and cash flows. Accordingly, the financial statements are not designed for those who are not informed about such matters.

Accounting principles generally accepted in the United States of America require the following:

- That the component unit, the Laurentian Energy Authority, be blended into the Hibbing Public Utilities Commission's financial statements.
- That the effects of Governmental Accounting Standards Board (GASB) No. 68, *Accounting and Financial Reporting for Pensions* and GASB No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*, be considered and included in the financial statements. Management has not adjusted the balances for May 31, 2026 and 2025 because actuarial information is not yet available.

The items above have not been completed in accordance with generally accepted accounting principles. The effects of these departures from accounting principles generally accepted in the United States of America on financial position, results of operations and cash flows have not been determined.

Management has elected to omit the management's discussion and analysis, pension-related schedules and other postemployment benefit-related schedules that accounting principles generally accepted in the United States of America require to be presented to supplement the financial statements. Such missing information, although not a part of the financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting and for placing the financial statements in an appropriate operational, economic or historical context.

The accompanying Schedule of Departmental Revenues and Expenses and Budget to Actual Comparison are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management. The supplementary information was subject to our compilation engagement. We have not audited or reviewed the supplementary information and do not express an opinion, a conclusion, nor provide any assurance on such information.

We are not independent with respect to Hibbing Public Utilities Commission.

Madison, Wisconsin
June 18, 2026

Public Utilities Commission

Statements of Net Position

May 31, 2026 and 2025

	<u>May 31, 2026</u>	<u>May 31, 2025</u>
Assets and Deferred Outflows of Resources		
Current Assets		
Cash	\$ 393,363	\$ 2,790,746
Investments	14,811,546	23,514,490
Restricted assets:		
Cash held for fuel assistance recipients	14,278	52,686
Cash held for customer deposits	473,967	457,750
Accounts receivable, net of allowance for doubtful accounts of \$62,751 and \$58,000, respectively	2,380,650	2,675,492
Unbilled revenues	2,268,507	2,387,564
Other receivable	4,147	208,571
Current maturities notes receivable, steam conversion program	34,000	40,000
Current portion of lease receivable	9,860	82,095
Inventories	1,399,118	1,513,212
Prepaid expense	738,209	809,365
	<u>22,527,645</u>	<u>34,531,971</u>
Noncurrent Assets		
Restricted assets:		
Bond reserve account	1,114,673	797,036
Notes receivable, Steam conversion program	117,133	157,513
Lease receivable	425,764	435,624
Investment in joint venture	693,659	781,007
Regulatory assets	3,065,612	3,758,967
Capital assets:		
Plant in service	197,842,996	175,211,164
Accumulated depreciation/amortization	(102,969,880)	(98,055,990)
Construction work in progress	25,440,791	17,235,234
	<u>125,730,748</u>	<u>100,320,555</u>
Total noncurrent assets	<u>125,730,748</u>	<u>100,320,555</u>
Total assets	<u>148,258,393</u>	<u>134,852,526</u>
Deferred Outflows of Resources		
Related to net pension liability	740,024	861,143
Related to postemployment benefits liability	121,611	674,169
Related to the purchase of LEA	108,842	152,186
	<u>970,477</u>	<u>1,687,498</u>
Total deferred outflows of resources	<u>970,477</u>	<u>1,687,498</u>
Total assets and deferred outflows of resources	<u>\$ 149,228,870</u>	<u>\$ 136,540,024</u>

Public Utilities Commission

Statements of Net Position

May 31, 2026 and 2025

	<u>May 31, 2026</u>	<u>May 31, 2025</u>
Liabilities, Deferred Inflows of Resources and Net Position		
Current Liabilities		
Accounts payable	\$ 3,003,399	1,678,285
Accrued interest	131,549	161,856
Accrued expenses	137,768	139,360
Due to City of Hibbing	548,695	769,614
Accrued vacation	481,407	461,806
Current portion of lease liability	209,677	203,690
Current portion of long-term debt, bonds and notes payable	755,000	596,939
Current liabilities payable from restricted assets:		
Third-party advances for fuel assistance	14,278	52,686
Customer deposits payable	473,967	457,750
	<u>5,755,740</u>	<u>4,521,986</u>
Total current liabilities		
Noncurrent Liabilities		
Accrued sick leave	1,023,666	969,374
Total post employment liability	13,690,202	14,541,066
Net pension liability	2,232,991	2,508,776
Long-term debt, bonds and notes payable	21,524,180	8,748,864
Unamortized discount	-	(702)
Lease liability	15,895	231,592
	<u>38,486,934</u>	<u>26,998,970</u>
Total noncurrent liabilities		
Total liabilities	<u>44,242,674</u>	<u>31,520,956</u>
Deferred Inflows of Resources		
Related to net pension liability	1,423,602	1,672,882
Related to postemployment benefits liability	2,329,319	3,580,052
Related to leases	435,624	517,719
	<u>4,188,545</u>	<u>5,770,653</u>
Total deferred inflows of resources		
Net Position		
Net investments in capital assets	97,809,155	84,779,349
Restricted for debt service	1,114,673	627,712
Unrestricted	1,873,823	13,841,354
	<u>100,797,651</u>	<u>99,248,415</u>
Total net position		
Total liabilities, deferred inflows of resources and net position	<u>\$ 149,228,870</u>	<u>\$ 136,540,024</u>

Public Utilities Commission

Statements of Revenues, Expenses and Changes in Net Position
Five Months Ended May 31, 2026 and 2025

	<u>May 31, 2026</u>	<u>May 31, 2025</u>
Operating Revenue		
Charges for services	\$ 15,794,453	\$ 15,980,281
Other	291,071	260,684
	<u>16,085,524</u>	<u>16,240,965</u>
Operating Expenses		
Operation and maintenance	13,115,496	11,687,400
Depreciation and amortization	2,865,867	2,406,877
	<u>15,981,363</u>	<u>14,094,277</u>
Total operating expenses	<u>15,981,363</u>	<u>14,094,277</u>
Operating income (loss)	<u>104,161</u>	<u>2,146,688</u>
Nonoperating Revenues (Expenses)		
Investment income	225,548	344,806
Miscellaneous nonoperating income (expense)	10,104	3,181
Equity in net income of joint venture	(37,786)	(31,876)
Interest expense	(177,022)	(108,096)
	<u>20,844</u>	<u>208,015</u>
Total nonoperating revenues (expenses)	<u>20,844</u>	<u>208,015</u>
Income before contributions	125,005	2,354,703
Capital Contributions	-	1,517,840
Change in net position	125,005	3,872,543
Net Position, Beginning	<u>100,672,646</u>	<u>95,375,872</u>
Net Position, Ending	<u>\$ 100,797,651</u>	<u>\$ 99,248,415</u>

Public Utilities Commission

Statements of Cash Flows

Five Months Ended May 31, 2026 and 2025

	May 31, 2026	May 31, 2025
Cash Flows From Operating Activities		
Receipts from customers	\$ 16,213,664	\$ 16,011,352
Principal collected from steam conversion loan program	17,070	16,546
Payments to suppliers	(11,343,008)	(11,276,704)
Payments for payroll and benefits	(2,740,147)	(2,701,705)
	<u>2,147,579</u>	<u>2,049,489</u>
Net cash from operating activities		
Cash Flows From Capital and Related Financing Activities		
Payments for additions to property, plant and equipment	(8,191,421)	(11,462,085)
Capital contributions received	169,132	2,093,112
Principal and interest paid on leases	(88,936)	(88,936)
Proceeds from debt issue	2,245,210	2,912,427
Principal paid	-	(75,000)
Interest paid	(180,260)	(44,242)
	<u>(6,046,275)</u>	<u>(6,664,724)</u>
Net cash from capital and related financing activities		
Cash Flows From Investing Activities		
Investments income received	105,408	103,866
Investments matured	-	3,105,102
Investments purchased	(77,873)	(272,432)
	<u>27,535</u>	<u>2,936,536</u>
Net cash from investing activities		
Net change in cash	(3,871,161)	(1,678,699)
Cash, Beginning	<u>4,752,769</u>	<u>4,979,881</u>
Cash, Ending	<u>\$ 881,608</u>	<u>\$ 3,301,182</u>
Cash is Presented on the Statements of Net Position		
Cash	\$ 393,363	\$ 2,790,746
Restricted assets	1,602,918	1,307,472
	<u>1,996,281</u>	<u>4,098,218</u>
Total cash and restricted assets		
Less noncash equivalents included in restricted assets	(1,114,673)	(797,036)
	<u>\$ 881,608</u>	<u>\$ 3,301,182</u>

Public Utilities Commission

Statements of Cash Flows

Five Months Ended May 31, 2026 and 2025

	<u>May 31,</u> <u>2026</u>	<u>May 31,</u> <u>2025</u>
Reconciliation of Operating Income (Loss) to Net Cash From Operating Activities		
Operating income (loss)	\$ 104,161	\$ 2,146,688
Adjustments to reconcile operating income (loss) to net cash from operating activities:		
Other nonoperating income (loss)	10,104	3,181
Depreciation and amortization	2,865,867	2,406,877
Change in operating assets, deferred outflows or resources, liabilities and deferred inflows of resources:		
Accounts receivable	122,370	(216,532)
Other receivable	-	(12,013)
Inventories	20,552	(186,716)
Prepaid expenses	83,857	(61,920)
Receivable for steam conversion loan program	17,070	16,546
Lease receivable	4,050	3,969
Regulatory assets	15,000	-
Accounts payable	(992,797)	(1,471,853)
Accrued vacation and sick leave	125,530	(46,037)
Accrued expenses	(134,907)	(113,091)
Due to City of Hibbing	(23,194)	(393,290)
Third-party advances for fuel assistance	(61,700)	(18,102)
Customer deposits payable	(4,334)	(4,249)
Deferred inflows of resources	(4,050)	(3,969)
Net cash from operating activities	<u>\$ 2,147,579</u>	<u>\$ 2,049,489</u>
Noncash Capital and Related Financing Activities		
Unrealized gain on investments	<u>\$ 120,140</u>	<u>\$ 240,940</u>
Regulatory capitalized interest - net with interest expense	<u>\$ 48,867</u>	<u>\$ -</u>

OTHER INFORMATION

Public Utilities Commission

Budget to Actual Comparison
Five Months Ended May 31, 2026

	<u>Actual</u>	<u>Budget</u>	<u>Difference</u>
Operating Revenue			
Electric revenue	\$ 8,362,714	\$ 7,888,613	\$ 474,101
Steam revenue	1,506,945	1,581,746	(74,801)
Gas revenue	4,899,829	5,641,229	(741,400)
Water revenue	1,316,036	1,246,726	69,310
	<u>16,085,524</u>	<u>16,358,314</u>	<u>(272,790)</u>
Operating Expenses			
Electric:			
Operation and maintenance	7,554,171	6,775,339	778,832
Depreciation	1,772,210	1,880,733	(108,523)
	<u>9,326,381</u>	<u>8,656,072</u>	<u>670,309</u>
Steam:			
Operation and maintenance	1,239,297	1,144,641	94,656
Depreciation	448,428	450,000	(1,572)
	<u>1,687,725</u>	<u>1,594,641</u>	<u>93,084</u>
Gas:			
Operation and maintenance	3,543,666	2,926,194	617,472
Depreciation	176,350	172,785	3,565
	<u>3,720,016</u>	<u>3,098,979</u>	<u>621,037</u>
Water:			
Operation and maintenance	778,362	671,854	106,508
Depreciation	468,879	458,333	10,546
	<u>1,247,241</u>	<u>1,130,187</u>	<u>117,054</u>
	<u>15,981,363</u>	<u>14,479,879</u>	<u>1,501,484</u>
Operating Income (Loss)			
Electric	(963,667)	(767,459)	(196,208)
Steam	(180,780)	(12,895)	(167,885)
Gas	1,179,813	2,542,250	(1,362,437)
Water	68,795	116,539	(47,744)
	<u>\$ 104,161</u>	<u>\$ 1,878,435</u>	<u>\$ (1,774,274)</u>



Action Item 5

Action Item 5 - Approve Transfer from 4M account

June 23, 2026

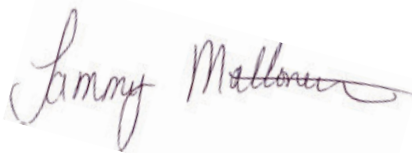
James Bayliss
Commission Chair
1902 E. 6th Avenue
Hibbing, MN 55746

RE: Action Item 5- Approve \$900,000 Transfer from 4M account

Dear Commissioners;

In past years, HPU has requested a funds transfer in June to pay for the 2nd half of water infrastructure projects to be paid back when PFA funds are received. Considering current conversations about budget modifications we are requesting funds to cover one month of capital projects. Our request is a transfer of \$900,000 from the 4M account. Of that amount, \$646K is for water distribution projects which could be funded by a loan from the PFA should the commission elect to fund the projects with a low interest loan. Those funds will not be made available until late December 2026.

Sincerely;



Tammy Mattonen



Action Item 6

Action Item 6 – Authorize IT Service Company Switch

June 23rd, 2026

James Bayliss
Commission Chair
1902 E. 6th Avenue
Hibbing, MN 55746

RE: Item 6 – Authorize IT Service Company Switch

Dear Commissioners;

For your consideration we are requesting to change our computer IT company from our current provider, VC3, to FUSIONTech LLC. HPU has been with VC3 for roughly 7 years. FUSIONTech is located in Marble, MN and currently has the City of Hibbing contract for IT services. By switching IT providers, the monthly estimated base savings would be a little over \$3000. With the breakdown of \$10 per workstation totaling \$520 and an average of 12 service tickets per month at a rate of \$150 per billable hour totaling \$1800. Total estimated monthly bill would be \$2320 with our current VC3 bill at \$5862. VC3 is also attempting to lock HPU into a 3-year contract where FUSIONTech is month to month. Initial setup is estimated at \$6000. I would like to thank Chris Zubich and Jill Hietala for their research efforts on this project.

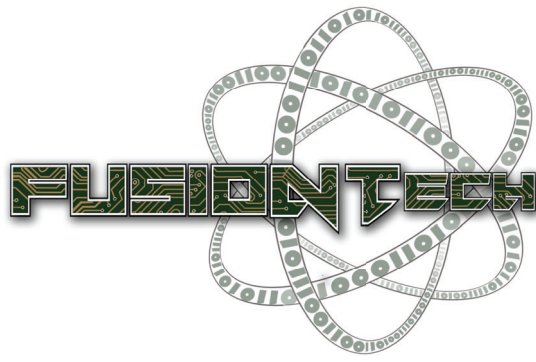
Please see attached quote and comparison.

Thank you for your consideration.

Sincerely,



Paul Plombon
Energy & Operations Manager



Executive Summary

FUSIONTech provides IT services using a transparent, usage-based model designed for public sector organizations. We operate as an extension of your team, delivering enterprise-grade support, cybersecurity, and infrastructure management without long-term contracts, bundled services, or hidden costs. This approach ensures accountability, flexibility, and cost control aligned with operational needs and taxpayer expectations.

Cost Structure

- \$150/hour standard support rate
- No base monthly service fees or contracts
- \$10/device/month for remote management, EDR, and 24/7 SOC monitoring
- All work billed monthly based strictly on time utilized

Support Billing Model

When support is initiated (example: a call at 8:00 AM), a one-hour minimum is applied for that day. All additional work performed throughout the same day is billed in 0.25 hour increments. Billing continues until 12:00 AM, at which point the clock resets. A new one-hour minimum is only applied if support is utilized on a new day.

Beginning in 2027, a \$350/hour project rate will apply to larger capital projects requiring multiple technicians for efficient execution.

Service Coverage

- Network infrastructure (switches, firewalls, wireless)
- Servers and virtualization environments
- End-user devices and endpoint management
- Microsoft 365, AWS, and Google Workspace administration
- Patch management, monitoring, and lifecycle IT management

Security & Monitoring

Security is integrated into all services through endpoint detection and response (EDR) and 24/7 Security Operations Center monitoring. This enables proactive threat detection, rapid remediation, and continuous visibility across all managed systems.

Support & Availability

- Standard hours: 8:00 AM – 4:30 PM
- 24/7 emergency support included
- Same-day onsite response typical
- Local presence ensures rapid response and familiarity with systems

Onboarding & Transition

FUSIONTech coordinates with the current provider to obtain administrative access, network documentation, and system configurations. The goal is to return ownership, billing visibility, and operational control of IT systems back to the client while eliminating vendor lock-in and unnecessary service dependencies.

Contract Terms

- 30-day termination notice
- No exit fees or penalties
- Relationship based on performance and service quality

Strategic Value

FUSIONTech is a locally based provider supporting municipalities, utilities, and public safety agencies across the Arrowhead region. Our model prioritizes transparency, responsiveness, and long-term sustainability while delivering enterprise-grade IT services at a fair cost.

FUSIONTech LLC • Marble, MN • (218) 259-6310

For your review, here is a rough comparison of the two IT companies. This table includes VC3, our current provider, and FusionTech the potential new candidate.

	VC3	FusionTech
CW Mail Filter	\$206.00	0
Office 365 Backup	\$228.00	0
Cloud Protect	\$230.00	0
Premium CW Care Support Servers	\$774.24	0
Premium CW Care Support Work-Stations	\$3161.48	0
Fee per Workstation	≈\$22.00	\$10.00
Onsite Support	Must Schedule	On Call
Ticket Price per	unknown	\$150/hr

HPU would still have to pay for some monthly license fees, such as Microsoft, Adobe, and Visio. Most of these licenses would move over with the IT switch.



Action Item 7

Action Item 7 – Surplus Equipment Resolution

June 23rd, 2026

James Bayliss
Commission Chair
1902 E. 6th Avenue
Hibbing, MN 55746

RE: Action Item 7– Surplus Equipment Resolution

Dear Commissioners;

For your consideration we are requesting to surplus equipment that no longer works and cannot be repaired, or Hibbing Public Utilities no longer has a use for. This equipment would be offered on the Minnesota Department of Administration Surplus Services site.

Please see attached resolution.

Thank you for your consideration.

Sincerely,



Paul Plombon
Energy & Operations Manager

RESOLUTION NO. 26-09

A RESOLUTION DECLARING EQUIPMENT AS SURPLUS AND AUTHORIZING THE SALE OF THE SAME.

WHEREAS, the Hibbing Public Utilities Commission in Hibbing, Minnesota has been advised by staff that the following equipment are no longer needed for current or future utility operations:

- | | |
|--|---|
| (1) Husqvarna Concrete Saw | (1) Burndy Incline Crimper |
| (3) iPads older than 2022 | (1) Huskie Cable Cutter |
| (2) Partial Rolls of Steel Cable | (5) Air/Diaphragm Trash Pumps |
| (3) Riding Mowers Cub Cadet/Toro/Swisher | (1) Electric Pressure Washer |
| (3) Excavator Buckets | (2) Truck Tool Boxes |
| (2) Honda Generators | (1) 1997 Sullivan Air Compressor |
| (1) Miller Welder Bobcat 225 G | (1) DBH Thawing Machine |
| (4) Greenlee Kellems Grips | (1) Altec AD108 Tugger |
| (1) Greenlee Hydraulic Knockout | (1) 2003 International Bucket Truck |
| (1) Cablematic Cable Stripper | (1) 1993 John Deer Backhoe |
| (1) Coats Tire Machine | (1) 2003 Ford Focus Wagon |
| (3) 26" Concrete Forms & Rebar | (1) 2004 Chevy 1 Ton w/ plow |
| (1) Well Pump | (1) 2007 Dodge w/ Plow |
| (1) Wacker Remote Packer | (1) 2014 GMC Terrain |
| (1) Wacker Jumping Jack | (1) 2011 Ford Truck |
| (1) Wacker Stone Walk Behind | (1) Truck Scale LEA |
| (1) MTM Hotsy | (1) Fueling Station LEA |
| (4) Phillips Heartstart AEDs | (1) House to be moved LEA |
| (1) Power Pusher Trailer Mover | (1) 2004 International Semi-Trailer LEA |
| (1) LenoAche Truck Rack | (3) Titan Walking Floor Trailers LEA |
| (1) 2-Ton Floor Jack | (2) SCBA Assemblies w/ cases |
| (1) Topcon Transit AT-D2 | (1) Safe Combination Unknown |
| (1) Phasing Stick | (1) Vermeer Wood Chipper |
| (1) Blackburn Crimper w/ Die Set | (1) Rotochopper 266 Wood Grinder |
| (1) Burndy Hydraulic Impact w/ Hose | |

NOW THEREFORE, BE IT RESOLVED BY THE PUBLIC UTILITIES COMMISSION OF THE CITY OF HIBBING, AS FOLLOWS:

1. The commission declares the equipment listed above as surplus.
2. The commission authorizes the disposal of said equipment by advertising it for sale on the open market pursuant to Minn. Stat. 471.345.
3. The commission will sell equipment for less than \$10,000 to the highest bidder who is willing to pay for it first.
4. All sales shall be final and the property is to be sold in “as-is” condition.

Passed by the Public Utilities Commission of Hibbing, Minnesota this 9th day of June 2026.

James Bayliss, Commission Chair

Attested:

Luke Peterson, General Manager



Action Item 8

Action Item 8 – Approve Resolution 26-10: Authorizing Banking Designated Signers

June 23rd, 2026

James Bayliss
Commission Chair
1902 E. 6th Avenue
Hibbing, MN 55746

RE: Action Item 8 - Approve Resolution 26-10: Authorizing Banking Designated Signers

Dear Commissioners;

Please find attached for your approval Resolution 26-10: 2026 Authorizing Banking Designated Signers.

Thank you for your consideration.



Kendra Powers
Senior Director Human Resources and Organizational Development
Hibbing Public Utilities Commission

**Resolution 26-10
Authorizing Banking Designated Signers**

WHEREAS, the Hibbing Public Utilities Commission adopted Resolution 25-12 by a unanimous vote on December 16th, 2025, designating its Official Depositories for Calendar Year 2026; and

WHEREAS, the Commission wishes to update its designated signers for designated official depositories;

NOW, THEREFORE, BE IT RESOLVED, that the Hibbing Public Utilities Commission designates the following as approved Signers on said Demand Account(s) and their successors *ex-officio*:

James Bayliss, Commission Chair
Jeffrey Hart, Commission Secretary
Jesse Babich, Commissioner
Jeffrey Stokes, Commissioner
Julie Sanstede, Commissioner
Kendra Powers, Senior Human Resources Director

Adopted this 23rd day of June, by Commission Action by a vote of ___ for and ___ against.

James Bayliss, Commission Chair

Jeff Hart, Commission Secretary



Action Item 9

Action Item 9 – Request approval of updated General Manager job description

June 23, 2026

James Baylis, Commission Chair
Hibbing Public Utilities Commission
1902 E. 6th Avenue
Hibbing, MN 55746

RE: Action Item 9 - Request approval of updated General Manager job description

Dear Commissioners,

Please find attached the updated General Manager job description for your review and approval.

The revisions were made to better reflect the current responsibilities, operational expectations, and leadership duties associated with the General Manager position. The updated description also aligns with organizational needs and supports clarity in recruitment, performance evaluation, and accountability.

Thank you for your consideration.



Kendra Powers
Senior Director of Human Resources and Organizational Development
Hibbing Public Utilities Commission

General Manager

Executive Profile

Visionary and results-driven utility executive with extensive leadership experience overseeing complex municipal and multi-service utility operations, including electric generation and distribution, natural gas systems, district steam energy, and water treatment and distribution systems. Proven ability to lead large-scale utility organizations through strategic planning, financial sustainability initiatives, infrastructure modernization, regulatory compliance, labor relations, and operational transformation.

Recognized for building high-performing leadership teams, strengthening organizational culture, fostering productive labor-management relationships, and establishing trusted partnerships with governing boards, municipalities, regulatory agencies, industry organizations, and community stakeholders. Experienced in directing multimillion-dollar capital programs, enterprise risk management, emergency response operations, and long-range infrastructure planning while maintaining a strong focus on safety, reliability, customer service, and fiscal responsibility.

Demonstrated success leading utilities through operational and financial challenges by implementing sustainable business strategies, enhancing system resilience, improving operational efficiencies, and promoting innovation and conservation initiatives.

Core Executive Competencies

- Executive & Enterprise Leadership
- Strategic Planning & Organizational Development
- Utility Operations Management
- Electric Generation & Distribution Systems
- Natural Gas Distribution Operations
- Water Treatment & Distribution Systems
- District Steam Systems
- Financial Management & Capital Planning
- Board & Commission Relations
- Regulatory & Government Affairs
- Labor Relations & Collective Bargaining
- Infrastructure Modernization
- Emergency Management & System Resilience
- Public & Stakeholder Engagement
- Safety & Compliance Leadership
- Budget Development & Fiscal Oversight
- Organizational Culture & Workforce Development

Executive Leadership

Provide executive leadership and strategic direction for a complex multi-service public utility system serving residential, commercial, and industrial customers. Responsible for the overall performance, sustainability, reliability, and governance of electric, natural gas, steam district energy, and water utility operations.

Executive Leadership & Organizational Management

- Lead development and implementation of the utility's strategic vision, long-term goals, and enterprise-wide operational objectives.
- Serve as principal executive advisor to the Public Utility Commission, governing board, and municipal leadership on all utility matters.
- Direct executive leadership teams responsible for operations, engineering, finance, human resources, customer service, safety, and regulatory compliance.
- Promote a culture focused on accountability, operational excellence, employee engagement, safety, and continuous improvement.
- Build trust and collaborative relationships with employees, union leadership, elected officials, regulators, customers, and community stakeholders.
- Represent the utility in public meetings, industry organizations, regulatory proceedings, and intergovernmental initiatives.

Strategic Planning & Infrastructure Leadership

- Lead long-range infrastructure planning and capital investment strategies for electric, gas, steam, and water utility systems.
- Direct enterprise-wide initiatives focused on system reliability, sustainability, modernization, and resilience.
- Evaluate emerging technologies, conservation strategies, and industry best practices to improve operational performance and customer value.
- Oversee emergency preparedness planning, mutual aid coordination, and crisis response activities.

Financial & Regulatory Management

- Direct development and administration of annual operating and capital improvement budgets.
- Ensure long-term financial sustainability through responsible fiscal management, rate planning, capital financing, and cost-control initiatives.
- Oversee utility rate design, pricing strategies, and cost-of-service alignment across all utility divisions.
- Maintain compliance with federal, state, and local regulations governing utility operations and environmental standards.
- Coordinate with outside legal counsel, consultants, and regulatory agencies including FERC, Minnesota Public Utilities Commission, and other governmental entities.

Labor Relations & Human Resources Leadership

- Work closely with the Director of Human Resources to lead collective bargaining negotiations, labor contract administration, employee relations, and workforce management initiatives.
- Maintain productive labor-management relationships while protecting organizational, operational, and ratepayer interests.
- Collaborate with the Director of Human Resources in overseeing personnel administration, including staffing, recruitment, employee development, performance management, disciplinary actions, and succession planning.
- Partner with the Director of Human Resources to implement employee safety programs, technical training initiatives, leadership development, and workforce planning strategies that support operational excellence and organizational goals.

External Relations & Industry Leadership

- Represent the utility in regional power agencies, municipal utility organizations, professional associations, and industry task forces.
- Lead negotiations with major energy suppliers, vendors, contractors, and service providers.
- Build strategic partnerships that support operational efficiency, financial stability, and long-term organizational success.
- Promote public education initiatives related to utility conservation, energy efficiency, and water sustainability.

Education

- Bachelor's Degree in Finance, Accounting, Business Administration, Public Administration, Engineering or related field
- Master's Degree preferred

Additional Qualifications

- 10+ years of progressively responsible executive utility leadership experience
- Extensive experience managing multi-utility operations
- Strong expertise in electric utility generation and distribution systems
- Proven leadership in strategic planning, capital program management, and financial oversight
- Demonstrated success working with governing boards, Commissions, unions, and regulatory agencies
- Comprehensive knowledge of utility safety standards, regulatory compliance, and public sector administration



Action Item 10

Action Item 10 – Request approval to recruit for General Manager

June 23, 2026

James Baylis, Commission Chair
Hibbing Public Utilities Commission
1902 E. 6th Avenue
Hibbing, MN 55746

RE: Action Item 10 - Request approval to recruit for General Manager

Dear Commissioners,

I am requesting approval to begin the recruitment process to backfill the General Manager position following the resignation of the current General Manager. The resignation was formally accepted and approved by the Commission on April 28, 2026.

Given the importance of this role to the continued operations, leadership, and strategic direction of the organization, it is necessary to initiate recruitment efforts promptly to ensure continuity of service and minimize operational disruption.

Thank you for your consideration.



Kendra Powers
Senior Director Human Resources and Organizational Development
Hibbing Public Utilities Commission



Action Item 11

Action Item 11 – Regulator Trim Package, Pilot, and Filter

June 23rd, 2026

James Bayliss
Commission Chair
1902 E. 6th Avenue
Hibbing, MN 55746

RE: Item 11 – Regulator Trim Package, Pilot, and Filter

Dear Commissioners;

For your consideration we are to purchase a trim package and rebuild kit for our gas regulator that feeds gas to Boilers 1, 2, & 3. The current regulator spring and internals have failed and leak gas into the boilers unless manually isolated. Due to excess gas leaks, we have had to bleed gas into the boilers which is a safety concern. Our Novaspect representative was onsite helping our E&I Department troubleshoot the regulator and this was the recommended solution. Novaspect is the proprietary sole source for plant operation equipment. The quote for the entire rebuild kit is \$18,786.87.

Please see attached quote.

Thank you for your consideration.

Sincerely,



Dan Edwards
Power Plant Manager

HIBBING PUBLIC UTIL.COMM.ELECTRIC*
 1716 East 5th Avenue
 Hibbing MN 55746

Vendor:	Novaspect, Inc
Date:	6/9/2026
Quote #:	N-588567-1

Attention: Jacob Frederick
Phone: (218) 262-7727
Email: jacobf@hpuc.com
Re:
Attachments:

Prepared By: Ben Shaffner
Phone: 952-252-1535
Email: bshaffner@novaspect.com
Outside Sales: Patrick Namyst
Phone / Email: (218) 244-6923 /
 pnamyst@novaspect.com
CC:

Novaspect, Inc is pleased to provide this quotation comprising our offer for your consideration.

Item	Description	Qty	Cost Each	Total Cost
1	Trim package for 6" 1098-EGR, 60 psid, 25A3170X272 Shipping: 2 weeks	1.00	\$17,986.98	\$17,986.98
2	6353 pilot, 3-40 psig, w P594-1 filter Shipping: Stock	1.00	\$799.89	\$799.89
Quote Total:				\$18,786.87

Please make your purchase orders out to **Novaspect, Inc** and reference quote: **N-588567-1**, inclusive of its terms and conditions.
 Email purchase orders to customerpo@novaspect.com.

Freight**:	Billed	Estimated Shipping:	
Freight Terms:	Shipping Point	Quote Valid For:	30 Days
Partial Ship:	Yes	Payment Terms:	Net 30

The prices quoted herein are subject to change based upon any tariff-related surcharges, fees or price increases assessed by Novaspect's suppliers.

Estimated shipping time based on current availability. Shipment time will be confirmed after receipt of order.

**All shipments subject to handling fee.

All orders are subject to review for cancellation and return charges based on degree of customization and production status.

All purchase orders processed with a credit card will incur a 2.5% transaction fee.

Please reach out to ar@novaspect.com to set up payment by ACH or check.

TERMS AND CONDITIONS OF SALE

UNLESS OTHERWISE MUTUALLY AGREED IN WRITING, VENDOR'S OFFER IN THIS PROPOSAL AND BUYER'S ACCEPTANCE THEREOF IS LIMITED TO THE CONDITIONS CONTAINED IN THIS PROPOSAL AND EITHER 1) THE MASTER AGREEMENT IN EFFECT BETWEEN THE PARTIES, INCLUDING THE ORDER OF PRECEDENCE TERMS CONTAINED THEREIN OR 2) THE VENDOR'S STANDARD TERMS AND CONDITIONS OF SALE OF GOODS AND SERVICES PUBLISHED AT THE IMMEDIATELY BELOW LINK. VENDOR EXPRESSLY OBJECTS TO ANY DIFFERENT OR ADDITIONAL TERMS AND CONDITIONS CONTAINED IN ANY BUYER-PROVIDED DOCUMENTATION.

<https://www.novaspect.com/website/media/impact-partner/Terms-and-Conditions/Novaspect-Terms-and-Conditions-2020.pdf>



Action Item 12

Action Item 12 – Authorize Purchase of Feedwater Pump Recirc Valve

June 23rd, 2026

James Bayliss
Commission Chair
1902 E. 6th Avenue
Hibbing, MN 55746

RE: Item 12 – Authorize Purchase of Feedwater Pump Recirc Valve

Dear Commissioners,

For your consideration we are presenting to you three quotes for a replacement feedwater pump recirc line valve. During our overhaul of Feedwater Pump #2 it was discovered this valve was no longer functioning, creating cavitation issues with our feedwater pumps, ultimately causing wear and tear on our feedwater. The quotes are from Baldwin Supply at \$39,503.27, Duncan Co at \$31,067.00, and Ferguson at \$34,486.35. We are recommending the purchase of this valve from Duncan Co.

Please see attached quotes.

Thank you for your consideration.

Sincerely,



Dan Edwards
Power Plant Manager



Baldwin Supply-Hibbing
 3730 13th Ave E
 Hibbing, MN 55746-2953
 218-262-1613
 218-262-1613

QUOTATION

Order Number	
1891399	
Order Date	Page
3/23/2026	1 of 1

Bill To:

HIBBING PUBLIC UTILITIES
 1902 6TH AVE E
 HIBBING, MN 55746-2154
 US

Ship To:

HIBBING PUBLIC UTILITIES
 1902 6TH AVE E
 HIBBING, MN 55746-2154
 US

Quote Expires On: 04/22/2026

PO Number	Customer ID:	Taker	Ordered By
RECIRC VALVE	102544	JDOHERTY	Mark Trenberth

Payment Terms	Ship Via	Job No.
	Bestway PrePaid & Add	

Quantities					Item ID Item Description	Pricing UOM	Unit Price	Extended Price
Line	Ordered	Allocated	Remaining	UOM			Delivery Date	
1	1.000	0.000	1.000	EA	SP-PSGN10.05AS 4X4X3 RF 600# CS SS RECIRC VLV	EA	39,503.265 7/10/2026	39,503.27

SUB-TOTAL: 39,503.27
TAX: 0.00
TOTAL AMOUNT: **39,503.27**
U.S. Dollars





QUOTATION

425 Hoover Street NE
 Minneapolis, MN 55413
 US
 612-331-1776

Quote Number	
1202558	
Quote Date	Page
3/26/2026	1 of 1

Bill To:
 HIBBING PUBLIC UTILITIES COMM.
 1902 6TH AVE E
 HIBBING, MN 55746
 218-262-7732

Ship To:
 HIBBING PUBLIC UTILITIES COMM.
 1716 E 5TH AVE
 HIBBING, MN 55746
 USA

Requested By: ACCOUNTS PAYABLE

Attn: ACCOUNTS PAYABLE

Customer ID: 12859

PO Number	Salesman	Prepared By
AGI QUOTE 3/26/2026	JUSTIN MONACELLI	NMONACELLI

Quantity Requested	Item ID Item Description	Pricing UOM Unit Size	Unit Price	Extended Price
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Order Note: ESTIMATED LEAD TIME 14-16 WEEKS ARO

1.00	AGI PSGN10.05AS 4 x 4 x 3 RF ASME 600 ARC VALVE 1.0619 A216 WCB Carbon Steel Housing, Stainless Steel Internal	EA 1.0	31,067.0000	31,067.00
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Total Lines: 1

SUB-TOTAL: 31,067.00
TAX: 0.00
SHIP TICKET: 0.00
AMOUNT DUE: **31,067.00**

U.S. Dollars

All sales of products by Duncan Co. are subject exclusively to, and expressly conditioned on, your acceptance of the terms in this quotation and Duncan Co.'s Terms and Conditions of Sale, which are available at <https://www.duncanco.com/company-profile/duncan-company-terms-and-conditions/> and made part of this agreement as is fully set forth here. Any terms and conditions of buyer that conflict with, differ from, or add to these terms will not become part of any order or agreement unless specifically agreed to in writing by an authorized representative of Duncan Co.

Credit Card Convenience Notice: A convenience fee will be charged for each credit card transaction processed.

Minimum Order Amount: \$100



Ferguson Enterprises #757
 1917 S. 16TH AVENUE WEST
 VIRGINIA, MN 55792-3742

Phone: 218-741-5220
 Fax: 218-741-9113

Deliver To: PUR 218-262-7718
 From: Paula Katusky
 pauline.katusky@ferguson.com
 Comments:

16:37:53 MAR 25 2026

FERGUSON ENTERPRISES LLC #1657

Price Quotation
 Phone: 218-741-5220
 Fax: 218-741-9113

Bid No: B453478
 Bid Date: 03/25/26
 Quoted By: PLK

Cust Phone: 218-262-7700
 Terms: NET 10TH PROX

Customer: HIBBING PUBLIC UTILITIES COMM
 1902 6TH AVENUE EAST
 HIBBING, MN 55746

Ship To: HIBBING PUBLIC UTILITIES COMM
 1902 6TH AVENUE EAST
 HIBBING, MN 55746

Cust PO#:

Job Name:

Item	Description	Quantity	Net Price	UM	Total
SP-PSGN10.05AS	4X4X3 RF 600# CS SS RECIRC VLV DELIVERY: 14-16 WKS ARO PLUS FRT	1	34486.350	EA	34486.35
Net Total:					\$34486.35
Tax:					\$0.00
Freight:					\$0.00
Total:					\$34486.35

Quoted prices are based upon receipt of the total quantity for immediate shipment (48 hours). SHIPMENTS BEYOND 48 HOURS SHALL BE AT THE PRICE IN EFFECT AT TIME OF SHIPMENT UNLESS NOTED OTHERWISE. QUOTES FOR PRODUCTS SHIPPED FOR RESALE ARE NOT FIRM UNLESS NOTED OTHERWISE.

Due to the uncertain impact of potential tariffs, Ferguson's quotation/proposal has not included any provision or contingency for future tariffs or increase of existing tariffs. Ferguson reserves the right to adjust prices to reflect the impact of any new or increased tariffs that affect our costs at the time of shipment. Ferguson will provide notice of any such adjustments along with documentation supporting the changes.

CONTRACTOR CUSTOMERS: IF YOU HAVE DBE/MBE/WBE/VBE/SDVBE/SBE GOOD FAITH EFFORTS DIVERSITY GOALS/ REQUIREMENTS ON A FEDERAL, STATE, LOCAL GOVERNMENT, PRIVATE SECTOR PROJECT, PLEASE CONTACT YOUR BRANCH SALES REPRESENTATIVE IMMEDIATELY PRIOR TO RECEIVING A QUOTE/ORDER.

Seller not responsible for delays, lack of product or increase of pricing due to causes beyond our control, and/or based upon Local, State and Federal laws governing type of products that can be sold or put into commerce. This Quote is offered contingent upon the Buyer's acceptance of Seller's terms and conditions, which are incorporated by reference and found either following this document, or on the web at <https://www.ferguson.com/content/website-info/terms-of-sale>
 Govt Buyers: All items are open market unless noted otherwise.

Buyer shall accept delivery of products within 60 days of Seller receiving the products at Seller's warehouse. If Buyer causes or requests a delay in delivery of the products, Buyer may be subject to storage fees and additional costs caused by such delay. Seller reserves the right to requote the products and reschedule the delivery date, subject to manufacturer's lead times and price increases, if Buyer is unable to accept delivery within 60 days.

HOW ARE WE DOING? WE WANT YOUR FEEDBACK!

Scan the QR code or use the link below to complete a survey about your bids:

June 23rd, 2026



<https://survey.medallia.com/?bidsorder&fc=757&on=87801>



Action Item 13

Action Item 13 – Review Bids: (OF0010.0) Electric Distribution
Annual Vegetation Management

June 23, 2026

James Bayliss
Commission Chair
1902 E. 6th Avenue
Hibbing, MN 55746

RE: Action Item 13 – Bids for 2026 Electrical Distribution Vegetation Management

Dear Commissioners;

For your consideration, staff presents the bidding results for the 2026 Electric Distribution Vegetation Management project.

The project was publicly advertised through [QuestCDN](#). At bid closing, there were six plan holders, three bids were received. UtiliTree, Inc. offered the lowest qualified bid in the amount of \$73,119.60 to complete the work without using prevailing wage, and \$106,619.60 to do the same scope of work using prevailing. This bid is within 2026's budgeted amount \$300,000.00 for this project.

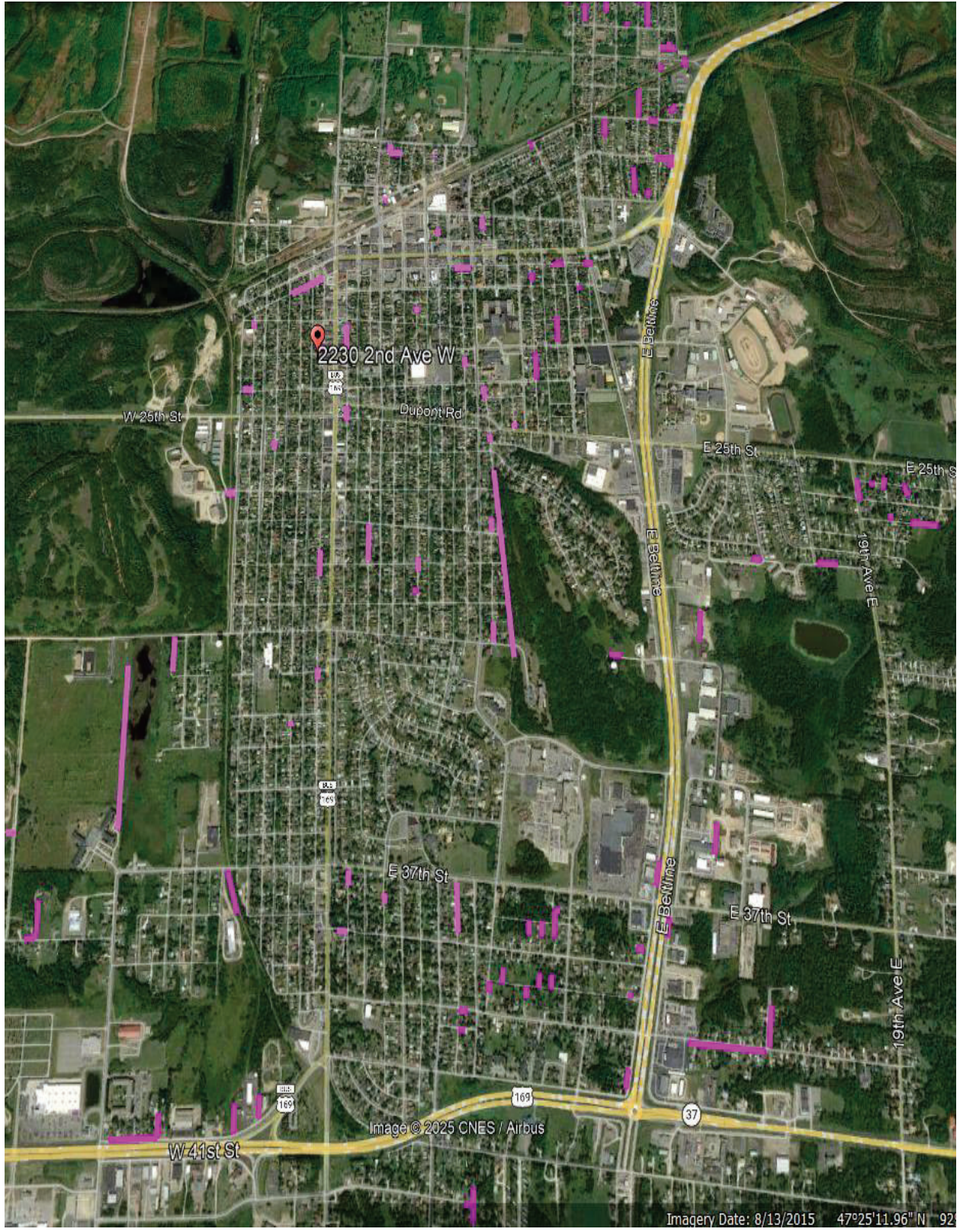
As presented at the May 12 and 19 meetings, this year's efforts are the culmination of a five year more aggressive vegetation management program. This year's work is focused on secondary mains, and other areas that are strategically coordinated with planned and ongoing voltage conversion projects. The enclosed map depicts prescribed vegetation management areas for 2026.

Staff recommend Commission approval to award a contract to the lowest responsive bidder, UtiliTree Inc.

Sincerely;



Paul Skubinna





Closed Session

Closed Session - Pursuant to MN ST Sect. 13D.03subdivision 3c

June 23rd, 2026

James Bayliss
Commission Chair
1902 E. 6th Avenue
Hibbing, MN 55746

RE: Closed Session – Pursuant to MN ST Sect. 13D.03subdivision 3c

Dear Commissioners;

Pursuant to MN ST Sect. 13D.03 subdivision 3c the Commission may go into closed session for the purpose of consideration of potential property acquisition. Staff is recommending entering closed session in alignment with state statute.

Sincerely;



Kendra Powers
Senior Director of Human Resources and Organizational Development
Hibbing Public Utilities Commission