



The City Council of the City of St. Charles welcomes you to its Regular Meeting of Tuesday, April 23, 2024 at 6:00 p.m. at 830 Whitewater Avenue, City Council Chambers, St. Charles, MN

ITEM	ACTION REQUESTED
1. Call to Order	
2. Pledge of Allegiance	
3. April 23, 2024 - Agenda	APPROVE
4. Consent Agenda	APPROVE
a. Removal of Melissa Krusmark as a Signor at Bremer Bank	
b. Resolution #09-2024 – Accepting a Donation for the St. Charles Ambulance from St. Charles Township	
c. Resolution #10-2024 – St. Charles Public Utility Department’s Rules Governing the Interconnection of Cogeneration and Small Power Production Facilities	
d. Resolution #11-2024 – Updated Cogeneration and Small Power Production Tariff	
5. Notices and Communications (if applicable)	INFORMATION
6. Review of Financials	APPROVE
7. SEMCAC Transportation – Director of Transportation Bill Spitzer	PRESENTATION

UNSCHEDULED PUBLIC APPEARANCES: Members of the audience may address any item not on the agenda. State Statute prohibits the City Council from discussing an item that is not on the agenda, but the City Council does listen to your concerns and has staff follow up on any questions you raise. Each member of the audience is allotted one three minute block of time to speak.

ADJOURNMENT



**MEMORANDUM for the CITY COUNCIL of St. Charles for
Tuesday, April 23, 2024**

4. Consent Agenda

- a. Removal of Melissa Krusmark as a Signor at Bremer Bank** – Bremer Bank is requiring the city provide minutes where the council is approving the removal of Mrs. Krusmark from our bank accounts. Approval of the consent agenda will suffice.
 - b. Resolution #09-2024 – Accepting a Donation for the St. Charles Ambulance from St. Charles Township** – Please review attached resolution.
 - c. Resolution #10-2024 – St. Charles Public Utility Department’s Rules Governing the Interconnection of Cogeneration and Small Power Production Facilities** – Recently, Deputy Clerk Smith, Director of Public Works Bunke, and I had a meeting to discuss the solar connection and reimbursement process. During that meeting it was recommended that the council approve the newest model rules for interconnection. The current version was approved in 2021, the new version includes updates from 2022.
 - d. Resolution #11-2024 – Updated Cogeneration and Small Power Production Tariff** – This resolution identifies the average retail utility energy rates which we recently approved for 2024 and the wholesale supply rate. The wholesale supply rate is used to determine the utility's avoided costs. This would primarily be for solar arrays that are larger than 40 kW. This is a resolution that must be updated annually.
- 7. SEMCAC Transportation – Director of Transportation Bill Spitzer** – Mr. Spitzer will be in attendance to give a presentation regarding SEMCAC Transportation. Handouts are provided in the council packet.

City of St. Charles
Resolution #09-2024

**RESOLUTION ACKNOWLEDGING THE DONATION TO THE ST. CHARLES VOLUNTEER
AMBULANCE FROM ST. CHARLES TOWNSHIP**

WHEREAS, the City of St. Charles is generally authorized to accept contributions of real and personal property pursuant to Minnesota Statute 465.03 for the benefit of its citizens; and

WHEREAS, the St. Charles Volunteer Ambulance has received a donation in the amount of \$1,000.00 from St. Charles Township to be used by the St. Charles Volunteer Ambulance Association.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ST. CHARLES, MINNESOTA THAT: the City Council of the City of St. Charles acknowledges and accepts the \$1,000.00 donation from St. Charles Township.

BE IT FURTHER RESOLVED THAT: the City Council of the City of St. Charles expresses its thanks and appreciation for the donation.

Adopted this 23rd day of April, 2024 by the City Council of the City of St. Charles.

CITY OF ST. CHARLES

John Schaber, Mayor

ATTEST:

Andrew Langholz, City Administrator

City of St. Charles
Resolution #10-2024

**RESOLUTION ADOPTING THE ST. CHARLES PUBLIC UTILITY DEPARTMENT'S
RULES GOVERNING THE INTERCONNECTION OF COGENERATION AND SMALL
POWER PRODUCTION FACILITIES**

WHEREAS the City is served by the St. Charles Public Utility Department, which is committed to providing customers with reliable and affordable power.

WHEREAS the purpose of the Rules Governing Cogeneration and Small Power Production is for the St. Charles Public Utility Department to implement certain provisions of Minnesota Statutes Section 216B.164, the Public Utility Regulatory Policies Act of 1978, and Federal Energy Regulatory Commission regulations related to customer-owned distributed energy resources.

WHEREAS St. Charles City Council is now adopting these Rules for the first time or is adopting them to replace a previously adopted similar version of these Rules and their accompanying, "Policy Regarding Distributed Energy Resources and Net Metering."

WHEREAS the original adoption of these Rules established or establishes that, in accordance with Minnesota Statutes Section 216B.164, subdivision 9, everywhere in that section, the term "commission" appears, it refers to the St. Charles City Council and, so, the St. Charles City Council may resolve disputes relating to the provisions of §216B.164 as they apply to the St. Charles Public Utility Department.

WHEREAS these Rules shall be implemented to give the maximum possible encouragement to cogeneration and small power production consistent with protection of the utility's ratepayers and the public in accordance with Minnesota Statutes Section 216B.164, subdivision 1.

WHEREAS these Rules shall require the St. Charles Public Utility Department to file with the St. Charles City Council for its review and approval a cogeneration and small power production tariff and annual updates of the rates described therein.

WHEREAS the cogeneration and small power production tariff shall include a calculation of the St. Charles Public Utility Department's average retail utility energy rates, and the rates at which the St. Charles Public Utility Department purchases energy and capacity.

WHEREAS all filings under these rules shall be maintained at the St. Charles Public Utility Department office and shall be made available for public inspection during normal business hours.

NOW THEREFORE, BE IT RESOLVED that the St. Charles City Council adopts the following Rules Governing the Interconnection of Cogeneration and Small Power Production Facilities with the St. Charles Public Utility Department.

Adopted this 23rd day of April, 2024 by the City Council of the City of St. Charles.

CITY OF ST. CHARLES

ATTEST:

John Schaber, Mayor

Andrew Langholz, City Administrator

Rules
Governing the Interconnection of
Cogeneration and Small Power Production Facilities
with
St. Charles Public Utility Department

Part A. DEFINITIONS

Subpart 1. Applicability. For purposes of these rules, the following terms have the meanings given them below.

Subp. 2. Average retail utility energy rate. "Average retail utility energy rate" means, for any class of utility customer, the quotient of the total annual class revenue from sales of electricity minus the annual revenue resulting from fixed charges, divided by the annual class kilowatt-hour sales. For purposes of determining the "average retail utility energy rate," the utility may consider a retail demand rate as a fixed charge and may exclude such annual revenue from the calculation. The computation shall use data from the most recent 12-month period available.

Subp. 3. Backup power. "Backup power" means electric energy or capacity supplied by the utility to replace energy ordinarily generated by a qualifying facility's own generation equipment during an unscheduled outage of the facility.

Subp. 4. Capacity. "Capacity" means the capability to produce, transmit, or deliver electric energy and is determined using the aggregate nameplate ratings of all qualifying systems located on the customer side of the point of common coupling. The nameplate ratings of each qualifying system are the maximum alternating current capacity values at the point of DER coupling that could be measured in a 15-minute interval period.

Subp. 5. Capacity costs. "Capacity costs" means the costs associated with providing the capability to deliver energy. The utility's capacity costs consist of the capital costs of facilities from the utility and the utility's wholesale provider used to generate, transmit, and distribute electricity and the fixed operating and maintenance costs of these facilities.

Subp. 6. Customer. "Customer" means the person or entity named on the utility electric bill for the premises.

Subp. 7. Energy. "Energy" means electric energy, measured in kilowatt-hours.

Subp. 8. Energy costs. "Energy costs" means the variable costs associated with the production of electric energy. They consist of fuel costs and variable operating and maintenance expenses.

Subp. 9. Firm power. "Firm power" means energy delivered by the qualifying facility to the utility with at least a 65 percent on-peak capacity factor in the month. The capacity factor is based upon the qualifying facility's maximum metered capacity delivered to the utility during the on-peak hours for the month.

Subp. 10. Governing body. "Governing body" means the St. Charles City Council.

Subp. 11. Interconnection costs. "Interconnection costs" means the reasonable costs of connecting, switching, metering, transmission, distribution, safety provisions, and administrative costs incurred by the utility that are directly related to installing and maintaining the physical facilities necessary to permit interconnected operations with a qualifying facility. Costs are considered interconnection costs only to the extent that they exceed the costs the utility would incur in selling electricity to the customer as a non-generating customer.

Subp. 12. Interruptible power. "Interruptible power" means electric energy or capacity supplied by the utility to a customer subject to interruption under the provisions of the utility's tariff applicable to the retail class of customers to which the customer would belong irrespective of their ability to generate electricity.

Subp. 13. Maintenance power. "Maintenance power" means electric energy or capacity supplied by the utility during scheduled outages of a qualifying facility.

Subp. 14. On-peak hours. "On-peak hours" means either those hours formally designated by the utility as on-peak for ratemaking purposes or those hours for which its typical loads are at least 85 percent of its average maximum monthly loads.

Subp. 15. Point of common coupling. "Point of common coupling" means the point where a qualifying facility's generation system, including the point of generator output, is connected to the utility's electric power grid.

Subp. 16. Point of distributed energy resource connection. "Point of distributed energy resource connection" means the point where a qualifying facility's generation system, including the point of generator output, is connected to the customer's electric system and meets the current definition of IEEE 1547.

Subp. 17. Purchase. "Purchase" means the purchase by the utility of electric energy or capacity or both from a customer with a qualifying facility.

Subp. 18. Qualifying facility. "Qualifying facility" means a cogeneration or small power production facility which satisfies the conditions established in Code of Federal Regulations, title 18, part 292. The initial operation date or initial installation date of a cogeneration or small power production facility must not prevent the facility from being considered a qualifying facility for the purposes of this chapter if it otherwise satisfies all stated conditions.

Subp. 19. Sale. "Sale" means the sale of electric energy or capacity or both by the utility to a customer with a qualifying facility.

Subp. 20a. Standby charge. "Standby charge" means the charge imposed by the utility upon a customer with a qualifying facility for the recovery of costs for the provision of standby services necessary to make electricity service available to the customer.

Subp. 20b. Standby service. "Standby service" means supplemental or backup electric service or power provided by the utility that provides reliability to customers who generate all or a portion of their electricity needs from a qualifying facility greater than 40 kW when the customer's own ability to generate will not be sufficient to meet the customer's need while the customer remains connected to the distribution system.

Subp. 21. Supplementary power. "Supplementary power" means electric energy or capacity supplied by the utility which is regularly used by a customer with a qualifying facility in addition to that which the facility generates itself.

Subp. 22. System emergency. "System emergency" means a condition on the utility's system which is imminently likely to result in significant disruption of service to customers or to endanger life or property.

Subp. 23. Utility. “Utility” means the St. Charles Public Utility Department.

Part B. SCOPE AND PURPOSE

The purpose of these rules is to implement certain provisions of Minnesota Statutes Section 216B.164; the Public Utility Regulatory Policies Act of 1978, United States Code, title 16, §824a-3; and the Federal Energy Regulatory Commission regulations, Code of Federal Regulations, title 18, part 292. These rules shall be applied in accordance with their intent to give the maximum possible encouragement to cogeneration and small power production consistent with protection of the utility’s ratepayers and the public.

Part C. FILING REQUIREMENTS

The utility shall file for review and approval by the governing body, a cogeneration and small power production tariff containing schedules 1 – 3 and shall thereafter file annual updates of schedules 1 and 2 in the first quarter of the year. Schedule 3’s contents shall remain the standing guidance unless and until the utility files changes.

SCHEDULE 1.

Schedule 1 shall contain the calculation of the average retail utility energy rates for each utility customer class.

SCHEDULE 2.

Schedule 2 shall contain the rates at which the utility purchases energy and capacity. If the utility has more than one wholesale supplier, schedule 2 shall contain the rates of that supplier from which purchases may first be avoided.

SCHEDULE 3.

Schedule 3 shall contain or indicate by reference to a publicly available document the utility's interconnection process, or “distributed generation tariff” adopted in compliance with Minnesota Statutes Section 216B.1611, subd. 3(2), including standard contract forms to be used with customers interconnecting qualifying facilities as well as general technical interconnection and interoperability requirements.

The utility shall also adopt technical specifications with utility-specific safety standards, technical requirements for distributed energy resource systems, required operating procedures for interconnected operations, and the functions to be performed by any control and protective apparatus.

Part D. AVAILABILITY OF FILINGS

All filings shall be maintained at the utility's general office and any other offices of the utility where rate tariffs are kept. The filings shall be made available for public inspection during normal business hours. The utility shall supply the current year’s distributed generation rates, interconnection procedures and application form on the utility website, if practicable, or at the utility office.

Part E. REPORTING REQUIREMENTS

The utility shall report to the governing body for its review and approval an annual report including information in subparts 1-3. The utility shall also comply with other federal and state

reporting of distributed generation to federal and state agencies expressly required by statute.

Subpart 1. Summary of average retail utility energy rate. A summary of the qualifying facilities that are currently served under average retail utility energy rate.

Subp. 2. Other qualifying facilities. A summary of the qualifying facilities that are not currently served under average retail utility energy rate.

Subp. 3. Wheeling. A summary of the wheeling undertaken with respect to qualifying facilities.

Part F. PURCHASE AND CONTRACT REQUIREMENTS

Subpart 1. Requirement to purchase. The utility shall purchase energy and capacity from any customer who offer to sell energy and capacity from a qualifying facility to the utility and agrees to the conditions in these rules.

Subp. 2. Written contract. A written contract shall be executed between a customer seeking to interconnect a qualifying facility and the utility.

Part G. EXCLUSIVE SERVICE RIGHT RETAINED

The utility reserves its right to be the exclusive provider of electric service to all present and future customers in its service area as provided for in Minnesota Statutes, Sections 216B.40-44. The utility, therefore, refuses permission to interconnect or to continue to purchase energy produced from a facility not owned or leased at a fixed periodic payment amount by the electric utility account holder for the premise upon which the facility is located, unless that right is explicitly waived in writing by the utility for the specified facility.

Part H. ELECTRICAL CODE COMPLIANCE

Subpart 1. Compliance; standards. The interconnection between the qualifying facility and the utility must comply with the requirements in the most recently published edition of the National Electrical Safety Code issued by the Institute of Electrical and Electronics Engineers. The interconnection is subject to subparts 2 and 3.

Subp. 2. Interconnection. A customer with a qualifying facility is responsible for complying with all applicable local, state, and federal codes, including building codes, the National Electrical Code (NEC), the National Electrical Safety Code (NESC), and noise and emissions standards. The utility shall require proof that the qualifying facility is in compliance with the NEC before the interconnection is made. The customer seeking to interconnect a qualifying facility must obtain installation approval from an electrical inspector recognized by the Minnesota State Board of Electricity.

Subp. 3. Generation system. A qualifying facility's generation system and installation must comply with the American National Standards Institute/Institute of Electrical and Electronics Engineers (ANSI/IEEE) standards applicable to the installation.

Part I. RESPONSIBILITY FOR APPARATUS

A customer seeking to interconnect a qualifying facility, without cost to the utility, must furnish, install, operate, and maintain in good order and repair any apparatus the qualifying facility needs in order to operate in accordance with schedule 3.

Part J. TYPES OF POWER TO BE OFFERED; STANDBY SERVICE

Subpart 1. Service to be offered. The utility shall offer maintenance, interruptible, supplementary, and backup power to a customer seeking to interconnect a qualifying facility upon request.

Subp. 2. Standby service. The utility shall offer a customer seeking to interconnect a qualifying facility standby power or service at the utility’s applicable standby rate schedule.

Part K. DISCONTINUING SALES DURING EMERGENCY

The utility may discontinue sales to a customer with an interconnected qualifying facility during a system emergency if the discontinuance and recommencement of service is not discriminatory.

Part L. RATES FOR UTILITY SALES TO A CUSTOMER WITH AN INTERCONNECTED QUALIFYING FACILITY

Rates for sales to a customer with a qualifying facility are governed by the applicable tariff for the class of electric utility customers to which the customer belongs or would belong were they not a customer with an interconnected qualifying facility. Such rates are not guaranteed and may change from time to time at the discretion of the utility.

Part M. STANDARD RATES FOR PURCHASES FROM QUALIFYING FACILITIES

Subpart 1. Qualifying facilities with 100-kilowatt capacity or less. For qualifying facilities with capacity of 100 kilowatts or less, standard purchase rates apply. The utility shall make available four types of standard rates, described in parts M, N, O, and P. A customer interconnecting a qualifying facility with a capacity of 100 kilowatts or less must choose interconnection under one of these rates, and must specify their choice in the written contract required in part V. Any net credit to a customer for their qualifying facility must, at their option, be credited to their account with the utility or returned by check or comparable electronic payment service within 15 days of the billing date. The option chosen must be specified in the written contract required in part V. A customer with an interconnected qualifying facility remains responsible for any monthly service charges and demand charges specified in the tariff under which they consume electricity from the utility.

Subp. 2. Qualifying facilities over 100-kilowatt capacity. A customer interconnecting a qualifying facility with more than 100-kilowatt capacity has the option to negotiate a contract with the utility or, if they commit to provide firm power, be compensated under standard rates.

Subp. 3. Grid access charge. A customer with an interconnected qualifying facility shall be assessed a monthly grid access charge to recover the fixed costs not already paid by the customer through the customer's existing billing arrangement. The additional charge shall be reasonable and appropriate for the class of customer based on the most recent cost of service study defining the grid access charge. The cost-of-service study for the grid access charge shall be made available for review by the customer of the utility upon request.

Part N. AVERAGE RETAIL UTILITY ENERGY RATE

Subpart 1. Applicability. The average retail utility energy rate is available only to customers interconnecting qualifying facilities with capacity of less than 40 kilowatts who choose not to offer electric power for sale on either a time-of-day basis, a simultaneous purchase and sale basis or roll-over credit basis.

Subp. 2. Method of billing. The utility shall bill the customer with an interconnected qualifying facility for the excess of energy supplied by the utility above energy supplied by the qualifying facility during each billing period according to the utility's applicable retail rate schedule.

Subp. 3. Additional calculations for billing. When the energy generated by the qualifying facility exceeds that supplied by the utility to the customer at the same site during the same billing period, the utility shall compensate the customer for the excess energy at the average retail utility energy rate.

Part O. SIMULTANEOUS PURCHASE AND SALE BILLING RATE

Subpart 1. Applicability. The simultaneous purchase and sale rate is available only to customers with qualifying facilities with capacity of less than 40 kilowatts who choose not to offer electric power for sale on average retail utility energy rate basis, time-of-day basis or roll-over credit basis.

Subp. 2. Method of billing. A customer with a qualifying facility must be billed for all energy and capacity they consume during a billing period according to the utility's applicable retail rate schedule.

Subp. 3. Compensation to a customer with a qualifying facility; energy purchase. The utility shall purchase all energy which is made available to it by the qualifying facility. At the option of the customer, the qualifying facility's entire generation may be deemed to be made available to the utility. Compensation to the customer must be the energy rate shown on schedule 2.

Subp. 4. Compensation to a customer with a qualifying facility; capacity purchase. If a customer with a qualifying facility provides firm power to the utility, the capacity component must be the utility's net annual avoided capacity cost per kilowatt-hour averaged over all hours shown on schedule 2, divided by the number of hours in the billing period. If the qualifying facility does not provide firm power to the utility, no capacity component may be included in the compensation paid to the customer.

Part P. TIME-OF-DAY PURCHASE RATES

Subpart 1. Applicability. Time-of-day rates are required for customers interconnecting qualifying facilities with capacity of 40 kilowatts or more and less than or equal to 100 kilowatts, and they are optional for customers interconnecting qualifying facilities with capacity less than 40 kilowatts. Time-of-day rates are also optional for customers interconnecting qualifying facilities with capacity greater than 100 kilowatts if these qualifying facilities provide firm power.

Subp. 2. Method of billing. The interconnecting customer must be billed for all energy and capacity they consume during each billing period according to the utility's applicable retail rate schedule.

Subp. 3. Compensation to qualifying facility; energy purchases. The utility shall purchase all energy which is made available to it by the qualifying facility. Compensation to the interconnecting customer must be the energy rate shown on schedule 2.

Subp. 4. Compensation to qualifying facility; capacity purchases. If the qualifying facility provides firm power to the utility, the capacity component must be the capacity cost per kilowatt shown on schedule 2 divided by the number of on-peak hours in the billing period. The capacity component applies only to deliveries during on-peak hours. If the qualifying facility does not provide firm power to the utility, no capacity component may be included in the compensation paid to the interconnecting customer.

Part Q. ROLL-OVER CREDIT PURCHASE RATES

Subpart 1. Applicability. The roll-over credit rate is available only to interconnecting customers with qualifying facilities with capacity of less than 40 kilowatts who choose not to offer electric power for sale on average retail utility energy rate basis, time-of-day basis or simultaneous purchase and sale basis.

Subp. 2. Method of billing. The utility shall bill the interconnecting customer for the excess of energy supplied by the utility above energy supplied by the qualifying facility during each billing period according to the utility's applicable retail rate schedule.

Subp. 3. Additional calculations for billing. When the energy generated by the qualifying facility exceeds that supplied by the utility during a billing period, the utility shall apply the excess kilowatt hours as a credit to the next billing period kilowatt hour usage. Excess kilowatt hours that are not offset in the next billing period shall continue to be rolled over to the next consecutive billing period. Any excess kilowatt hours rolled over that are remaining at the end of each calendar year shall cancel with no additional compensation.

Part R. CONTRACTS NEGOTIATED BY CUSTOMER

An interconnecting customer with a qualifying facility with capacity greater than 100 kilowatts must negotiate a contract with the utility setting the applicable rates for payments to the customer of avoided capacity and energy costs.

Subpart 1. Amount of capacity payments. The interconnecting customer who negotiates a contract under part Q must be entitled to the full avoided capacity costs of the utility. The amount of capacity payments will be determined by the utility and the utility's wholesale power provider.

Subp. 2. Full avoided energy costs. The interconnecting customer who negotiates a contract under part Q must be entitled to the full avoided energy costs of the utility. The costs must be adjusted as appropriate to reflect line losses.

Part S. WHEELING

Interconnecting customers with qualifying facilities with capacity of 30 kilowatts or greater that are interconnected to the utility's distribution system who choose to sell the output of the qualifying facility to any other utility, must pay any appropriate wheeling charges to the utility. Within 15 days of receiving payment from the utility ultimately receiving the qualifying facility's output, the utility shall pay the interconnecting customer the payment less the charges it has incurred and its own reasonable wheeling costs.

Part T. NOTIFICATION TO CUSTOMERS

Subpart 1. Contents of written notice. Following each annual review and approval by the utility of the cogeneration rate tariffs the utility shall furnish in the monthly newsletter or similar mailing, written notice to each of its customers that the utility is obligated to interconnect with and purchase electricity from cogenerators and small power producers.

Subp. 2. Availability of information. The utility shall make available to all interested persons upon request, the interconnection process and requirements adopted by the utility, pertinent rate schedules and sample contractual agreements.

Part U. DISPUTE RESOLUTION

In case of a dispute between a utility and a customer interconnecting a qualifying facility or an impasse in negotiations between them, either party may petition the governing body to determine the issue.

Part V. INTERCONNECTION CONTRACTS

Subpart 1. Interconnection standards. The utility shall provide a customer applying for interconnection with a copy of, or electronic link to, the utility's adopted interconnection process and requirements.

Subp. 2. Existing contracts. Any existing interconnection contract executed between the utility and a customer interconnecting a qualifying facility with capacity of less than 40 kilowatts remains in force until terminated by mutual agreement of the parties or as otherwise specified in the contract. The governing body has assumed all dispute responsibilities as listed in existing interconnection contracts. Disputes are resolved in accordance with Part T.

Subp. 3. Renewable energy credits; ownership. Generators own all renewable energy credits unless other ownership is expressly provided for by a contract between a generator and the utility.

Part W. UNIFORM CONTRACT

The uniform contract form shown in subpart 1 shall be used between the utility and a qualifying facility having less than 40 kilowatts of capacity.

Subpart 1. Uniform Contract for Cogeneration and Small Power Production Facilities. (See attached contract form.)

**UNIFORM CONTRACT FOR COGENERATION AND SMALL POWER
PRODUCTION FACILITIES**

THIS CONTRACT is entered into _____, ____, by _____
_____, a municipal utility under Minnesota law, (hereafter called
"Utility") and _____ (hereafter called
"Customer").

RECITALS

The Customer has installed electric generating facilities, consisting of
_____ (Description of facilities),
rated at ____ kilowatts AC of electricity, on property located at
_____.

The Customer is an electric service recipient named on a service account of the Utility.

The Customer is prepared to generate electricity in parallel with the Utility.

The Customer's electric generating facilities meet the requirements of the Rules
Governing Cogeneration and Small Power Production Facilities adopted by the Utility and
any technical standards for interconnection the Utility has established that are authorized
by those rules.

The Utility is obligated under federal and Minnesota law to accommodate interconnection
with the Customer's facilities and to purchase electricity offered for sale by the Customer
from those facilities.

A contract between the Customer and the Utility is required for operation of facilities
interconnected with the Utility system.

AGREEMENTS

The Customer and the Utility agree:

1. The Utility will sell electricity to the Customer under the rate schedule in force for
the class of customer to which the Customer belongs.
2. The Utility will buy electricity from the Customer under the current rate schedule
filed with the city council or city-appointed governing body of the Utility. The
Customer elects the rate schedule category hereinafter indicated:

- ___ a. Average retail utility energy rate.
 - Facilities capacity must be less than 40 kW.
- ___ b. Simultaneous purchase and sale billing rate.
 - Facilities capacity must be less than 40 kW.
- ___ c. Roll-over credits.
 - Facilities capacity must be less than 40 kW.
- ___ d. Time-of-day purchase rates.
 - Facilities capacity must be 40 kW or more and less than or equal to 100 kW.

A copy of the presently approved rate schedule is attached to this contract.

3. The rates for sales and purchases of electricity may change over the time this contract is in force, due to actions of the Utility or the State of Minnesota, and the Customer and the Utility agree that sales and purchases will be made under the rates in effect each month during the time this contract is in force.
4. The Utility will compute the charges and payments for purchases and sales for each billing period. Any net credit to the Customer, other than kilowatt-hour credits under clause 2(c), will be made under one of the following options as chosen by the Customer.
 - ___ a. Credit to the Customer's account with the Utility.
 - ___ b. Paid by check or electronic payment service to the Customer within fifteen (15) days of the billing date.
5. Renewable energy credits associated with generation from the facility are owned by:

6. The Customer must operate their electric generating facilities within any rules, regulations, and policies adopted by the Utility not prohibited by the rules governing cogeneration and small power production facilities on the Utility's system which provide reasonable technical connection and operating specifications for the facilities and are consistent with the Minnesota Public Utilities Commission's rules adopted under Minnesota Statutes §216B.164, subdivision 6.
7. The Customer will not enter into an arrangement whereby electricity from the generating facilities will be sold to an end user in violation of the Utility's exclusive right to provide electric service in its service area under Minnesota Statutes, Section 216B.37-44.

- 8. The Customer will operate their electric generating facilities so that they conform to the national, state, and local electric and safety codes, and the Customer will be responsible for the costs of conformance.
- 9. The Customer is responsible for the actual, reasonable costs of interconnection which are estimated to be \$_____. The Customer will pay the Utility in this way:

_____.

- 10. The Customer will give the Utility reasonable access to its property and electric generating facilities if the configuration of those facilities does not permit disconnection or testing from the Utility 's side of the interconnection. If the Utility enters the Customer's property, the Utility will remain responsible for its personnel.
- 11. The Utility may stop providing electricity to the Customer during a system emergency. The Utility will not discriminate against the Customer when it stops providing electricity or when it resumes providing electricity.
- 12. The Utility may stop purchasing electricity from the Customer when necessary for the Utility to construct, install, maintain, repair, replace, remove, investigate, or inspect any equipment or facilities within its electric system. The Utility may stop purchasing electricity from the Customer in the event the generating facilities listed in this contract are documented to be causing power quality, safety or reliability issues to the Utility's electric distribution system.

The Utility will notify the Customer in this way before it stops purchasing electricity:

_____.

- 13. The Customer will keep in force general liability insurance against personal or property damage due to the installation, interconnection, and operation of its electric generating facilities. The amount of insurance coverage will be \$ _____ . (The amount must be consistent with requirements for like-sized facilities under the interconnection process or distributed generation tariff adopted by the Utility pursuant to Minnesota Statutes §216B.1611, subdivision 3, clause 2.)
- 14. The Customer and the Utility agree to attempt to resolve all disputes arising hereunder promptly and in a good faith manner.
- 15. The city council or city-appointed body governing the Utility has authority to consider and determine disputes, if any, that arise under this contract in

accordance with procedures in the rules it adopts implementing Minnesota Statutes Section 216B.164, pursuant to subdivision 9 thereunder.

- 16.** This contract becomes effective as soon as it is signed by the Customer and the Utility. This contract will remain in force until either the Customer or the Utility gives written notice to the other that the contract is canceled. This contract will be canceled thirty (30) days after notice is given. If the listed electric generating facilities are not interconnected to the Utility's distribution system within twelve months of the contract being signed by the Customer and the Utility, the contract terminates. The Customer and the Utility may delay termination by mutual agreement.
- 17.** Neither the Customer nor the Utility will be considered in default as to any obligation if the Customer or the Utility is prevented from fulfilling the obligation due to an act of nature, labor disturbance, act of public enemy, war, insurrection, riot, fire, storm or flood, explosion, breakage or accident to machinery or equipment, an order, regulation or restriction imposed by governmental, military or lawfully established civilian authorities, or other cause beyond the Customer's or Utility's control. However, the Customer or Utility whose performance under this contract is hindered by such an event shall make all reasonable efforts to perform its obligations.
- 18.** This contract can only be amended or modified by mutual agreement in writing signed by the Customer and the Utility.
- 19.** The Customer must notify the Utility prior to any change in the electric generating facilities' capacity size or generating technology according to the interconnection process adopted by the Utility.
- 20.** Termination of this contract is allowed (i) by the Customer at any time without restriction; (ii) by Mutual Agreement between the Utility and the Customer; (iii) upon abandonment or removal of electric generating facilities by the Customer; (iv) by the Utility if the electric generating facilities are continuously non-operational for any twelve (12) consecutive month period; (v) by the Utility if the Customer fails to comply with applicable interconnection design requirements or fails to remedy a violation of the interconnection process; or (vi) by the Utility upon breach of this contract by the Customer unless cured with notice of cure received by the Utility prior to termination.
- 21.** In the event this contract is terminated, the Utility shall have the rights to disconnect its facilities or direct the Customer to disconnect its generating facilities.
- 22.** This contract shall continue in effect after termination to the extent necessary to allow either the Utility or the Customer to fulfill rights or obligations that arose under the contract.

- 23.** Transfer of ownership of the generating facilities shall require the new owners and the Utility to execute a new contract. Upon the execution of a new contract with the new owners this contract shall be terminated.
- 24.** The Customer and the Utility shall at all times indemnify, defend, and save each other harmless from any and all damages, losses, claims, including claims and actions relating to injury or death of any person or damage to property, costs and expenses, reasonable attorneys' fees and court costs, arising out of or resulting from the Customer's or the Utility's performance of its obligations under this contract, except to the extent that such damages, losses or claims were caused by the negligence or intentional acts of the Customer or the Utility.
- 25.** The Utility and the Customer will each be responsible for their own acts or omissions and the results thereof to the extent authorized by law and shall not be responsible for the acts or omissions of any others and the results thereof.
- 26.** The Customer's and the Utility's liability to each other for failure to perform their obligations under this contract shall be limited to the amount of direct damage actually occurred. In no event, shall the Customer or the Utility be liable to each other for any punitive, incidental, indirect, special, or consequential damages of any kind whatsoever, including for loss of business opportunity or profits, regardless of whether such damages were foreseen.
- 27.** The Utility does not give any warranty, expressed or implied, to the adequacy, safety, or other characteristics of the Customer's interconnected system.
- 28.** This contract contains all the agreements made between the Customer and the Utility. The Customer and Utility are not responsible for any agreements other than those stated in this contract.

THE CUSTOMER AND THE UTILITY HAVE READ THIS CONTRACT AND AGREE TO BE BOUND BY ITS TERMS. AS EVIDENCE OF THEIR AGREEMENT, THEY HAVE EACH SIGNED THIS CONTRACT BELOW ON THE DATE LISTED BY SIGNER.

CUSTOMER

By: _____

Printed Name: _____

DATE: _____

UTILITY

By: _____

Printed Name: _____

DATE: _____

**City of St. Charles
Resolution #11-2024**

**RESOLUTION APPROVING THE UPDATED COGENERATION AND SMALL
POWER PRODUCTION TARIFF FOR THE ST. CHARLES PUBLIC UTILITY
DEPARTMENT**

WHEREAS, the Rules Governing Cogeneration and Small Power Production Facilities with the St. Charles Public Utility Department and Minnesota Statutes Section 216B.164 require the utility to file a Cogeneration and Small Power Production Tariff with the St. Charles City Council annually.

WHEREAS, the statute and rules cited above require the information contained in schedules 1, 2 and 3 described within.

WHEREAS, these filings shall be maintained at St. Charles Public Utility Department offices and shall be made available for public inspection during normal business hours.

THEREFORE, BE IT RESOLVED that St. Charles City Council approves the following Cogeneration and Small Power Production Tariff for transactions following the date of adoption stated below.

Adopted by the St. Charles City Council on April 23, 2024.

CITY OF ST. CHARLES

John Schaber, Mayor

ATTEST:

Andrew Langholz, City Administrator

**RESOLUTION #11-2024
COGENERATION AND SMALL POWER PRODUCTION TARIFF**

TARIFF

Pursuant to its Rules Governing the Interconnection of Cogeneration and Small Power Production Facilities, the St. Charles Public Utility Department (“Utility”) establishes and/or updates its Cogeneration and Small Power Production Tariff (“Tariff”) for billing and sales transactions following the date of Tariff approval as follows.

The Tariff shall consist of the following three schedules.

SCHEDULE 1.

Calculation of average retail utility energy rates for each utility customer class.

SCHEDULE 2.

Rates at which Utility purchases energy and capacity from the wholesale supplier from which purchases may first be avoided.

SCHEDULE 3.

Utility's adopted interconnection process, or “distributed generation tariff” adopted in compliance with Minnesota Statutes Section 216B.1611, subd. 3(2), including standard contract forms to be used with customers interconnecting qualifying facilities as well as general technical interconnection and interoperability requirements.

SCHEDULE 1 – AVERAGE RETAIL UTILITY ENERGY RATES

Average Retail Utility Energy Rates: Available to any Qualifying Facility of less than 40 kW capacity that does not select either Roll Over Credits, Simultaneous Purchase and Sale Billing or Time of Day rates.

Utility shall bill Qualifying Facilities for any excess of energy supplied by Utility above energy supplied by the Qualifying Facility during each billing period according to Utility's applicable rate schedule. Utility shall pay the customer for the energy generated by the Qualifying Facility that exceeds that supplied by Utility during a billing period at the "average retail utility energy rate." "Average retail utility energy rate" means, for any class of utility customer, the quotient of the total annual class revenue from sales of electricity minus the annual revenue resulting from fixed charges, divided by the annual class kilowatt-hour sales. Data from the most recent 12-month period available shall be used in the computation.

"Average retail utility energy rates" are as follows:

Customer Class	Average Retail Utility Energy Rate
Residential	\$ 0.123 per kWh
Commercial – Single-Phase	\$ 0.113 per kWh
Commercial – Three-Phase	\$ 0.113 per kWh
Large Power	\$ 0.0975 per kWh

SCHEDULE 2 – WHOLESALE SUPPLY RATES

Wholesale Supply Rates: A “non-generating utility” must list the rates at which it purchases energy and capacity. If the utility has more than one wholesale supplier, the rates listed are of that supplier from which purchases may first be avoided.

Utility purchases energy and capacity from Dairyland Power Cooperative through Mi Energy Cooperative. Last year, the average energy rate paid by Utility was \$0.041 per kilowatt-hour. The average capacity rate paid by Utility was \$0.00 per kilowatt-hour, as the Utility provides all its capacity needs.

These rates are used to calculate Utility’s “avoided costs” for purposes of calculating compensation to customers whose Qualifying Facilities are not eligible for compensation at Utility’s average retail utility energy rate or who elect compensation at another rate.

SCHEDULE 2 – WHOLESALE SUPPLY RATES

Interconnection Process: In order to provide for coordinated interconnection of customer-owned distributed energy resources and comply with Minnesota Statutes Section 216B.1611, subd. 3(2), Utility has adopted the “Minnesota Municipal Interconnection Process (M-MIP) 2022” as recognized by the Minnesota Municipal Utilities Association Board of Directors at its February 9, 2022, meeting and made publicly available at mmua.org.

General technical requirements may be found in the [Minnesota Technical Interconnection and Interoperability Requirements \(TIIR\)](#) as adopted by the Minnesota Public Utilities Commission on January 22, 2020 as part of DOCKET NO. E-999/CI-16-521.

For utility-specific safety standards, required operating procedures for interconnected operations, and the functions to be performed by any control and protective apparatus, please contact Utility for its Technical Specifications Manual (TSM).

PUBLIC TRANSPORTATION

WE GO THE EXTRA MILE TO SERVE OUR PASSENGERS!

ST. CHARLES, MN

Q1 2024 Ridership

1185 passengers



2023 Annual Data

Jan - Dec 2023 Ridership



5065 passengers

2023 Bus Facts

23248 Miles driven



2023 Average rides/day

20.51 rides

2023 Service Hours

1776 hours



www.rhtbus.com

TRANSPORTATION

Rolling Hills Transit provides curb to curb, local transportation to the general public.

All buses are handicapped accessible and include seatbelts.

The bus is available to anyone for any reason. Individuals of all ages may ride the transit bus to go to places such as the grocery store, medical clinic, pharmacy, hair salon, library, and more.

Let Rolling Hills Transit provide you with affordable, quality service to get you where you're going!



**All buses are
handicapped accessible
and include seatbelts.**

NON-DISCRIMINATION

In accordance with Title VI of the Civil Rights Act, Rolling Hills Transit will not discriminate against any individual, regardless of race, color or national origin.

Any person who believes that they have, individually, or as a member of any specific class of persons, been subjected to discrimination on the basis of race, color, or national origin may file a complaint with Semcac. A complaint must be filed within 90 days after the date of the alleged discrimination.

You may file a complaint with Semcac and/or Minnesota Department of Transportation through U.S. Mail to the addresses listed below.

Complaint forms can be obtained at rhtbus.com under the Transportation Policies tab or by calling 1-800-528-7622.

Transportation Director
400 Commerce Dr. SE
Kasson, MN 55944

Title VI Specialist
Office of Civil Rights, Mail Stop 170
395 John Ireland Blvd.
St. Paul, MN 55155-1899



CALL TO SCHEDULE YOUR RIDE:

507-634-4340
1-800-528-7622
Monday-Friday
8:00am-4:30pm

COUNTIES SERVED:

Dodge
Olmsted
Winona
Fillmore
Houston

Call for area service hours.

FARES:

In Town:
\$2.00

Out of Town:
Within 8 miles: \$3.00
Outside of 8 miles: \$6.00



RIDER'S GUIDE



Call to schedule your ride:

507-634-4340 • 1-800-528-7622
Monday-Friday • 8:00am-4:30pm



PASSENGER RIGHTS

- Riders are entitled to a safe, cost-effective ride, with a competent driver.
- Any information given to dispatch regarding your ride will be kept confidential.
- The bus is available to everyone for any reason. Individuals of all ages may ride the transit bus to go to places such as the grocery store, medical clinic, pharmacy, hair salon, library, etc. All transit buses are equipped with wheelchair lifts that are accessible to all individuals.
- In accordance with Title VI of the Civil Rights Act Rolling Hills Transit will not discriminate against any individual, regardless of race, color or national origin.



PASSENGER RESPONSIBILITIES

- It is your responsibility to call dispatch at 507-634-4340 or 1-800-528-7622 Monday-Friday between the hours of 8:00am and 4:30pm to schedule your ride. Rides may only be scheduled through dispatch and are scheduled on a first come first serve basis.
- Separate rides need to be scheduled for each leg of your trip. Passengers shall schedule all return rides with outbound rides when setting up trip.
- The bus may arrive up to 10 minutes before or 10 minutes after scheduled pickup time. This is known as the “pickup window” and is necessary for the transit system to operate effectively. The rider shall be prepared and ready to go when the driver arrives.
- The driver shall not wait longer than 5 minutes past scheduled pick up time for any client.
- Passengers should be prepared to pay at the time service is provided unless other arrangements have been previously made with RHT management or dispatch.
- Exact amount of change, check, or pass value is required at time of ride. Drivers do not carry change.
- A passenger’s trip shall not be altered by the driver once they have boarded the vehicle. Any changes to the trip would need to be made prior to the trip by the dispatch office based on availability or a future ride would need to be scheduled.
- Riders are required to fasten their seatbelt while the bus is in motion.
- Passengers transporting a child and opting for the use of a child restraint device (car seat, booster seat) must properly install the device and meet standards adopted by the U.S. Department of Transportation. RHT does not provide these devices; the parent or legal guardian must provide the child restraint device.
- Number of packages shall be limited to what a passenger can carry on board in a single trip. Drivers shall not assist with getting packages or parcels from the vehicle beyond curbside drop off point.
- Bags and packages must remain with the passenger and may not obstruct the aisle or the wheelchair securement area.
- In Minnesota, we can experience bad weather such as flooding, ice, and snowstorms. Our service area includes many rural roads. RHT makes every attempt to safeguard our passengers, drivers, and employees who may be at risk by traveling across any unsafe road in bad weather. If a driver feels a particular trip is unsafe he/she must notify dispatch for a final

determination so that RHT dispatch may notify the rider(s) affected by the cancellation. In this case it is the rider’s responsibility to prepare alternate transportation or reschedule the trip.

- Passengers are to be courteous, considerate and respectful of their fellow passengers, driver, and bus. Passengers who are disruptive or unsafe may be asked to leave the bus.
- No foul language, fighting, harassment, intimidation or horseplay will be tolerated.
- Eating, drinking, tobacco, and drug use are not permitted on the buses.
- When a customer does not properly cancel his/her ride they will be charged for the ride.
- Reminder: All rides/changes must be made through dispatch and not with drivers.



FARES

IN TOWN:
\$2.00

OUT OF TOWN:
Within 8 miles: \$3.00
Outside 8 miles: \$6.00



CALL TO SCHEDULE YOUR RIDE

507-634-4340
1-800-528-7622
Monday-Friday
8:00am-4:30pm

COUNTIES SERVED:

Dodge
Olmsted
Winona
Fillmore
Houston

COMMENTS?

Please call the
Transportation
Manager at
507-634-4340
1-800-528-7622

BUS LOCATIONS



DODGE



Mantorville



Dodge Center



Kasson

OLMSTED



Byron



Eyota



Dover



Stewartville

WINONA



St. Charles



Lewiston



Rushford

FILLMORE



Spring Valley



Harmony

HOUSTON



Caledonia



For area service hours,
call 1-800-528-7622
or visit us at rhtbus.com.