



CITY COUNCIL MEETING AGENDA

January 28, 2026 ~ 5:00 p.m. ~ Frazee Event Center

The City of Frazee utilizes TEAMS for meetings. If you would like to participate virtually, please contact City Hall prior to 12:00 pm on the date of the meeting to receive a meeting invitation.

1. Call the Meeting to Order
2. Roll Call
3. Pledge of Allegiance
4. **Open Forum**- The City of Frazee welcomes you to this meeting. We have the desire to provide an opportunity to hear from members of the public. This portion of the agenda will be limited to a total of not more than 30 minutes, unless otherwise determined by the council. Individual speakers are asked to limit their comments to not more than 10 minutes, unless otherwise determined by the council. The council requests that all comments be in keeping with, and contribute to, an atmosphere of civil, courteous, thoughtful, and respectful public discourse. The council will not respond to comments at the time of the guest's spot on the agenda; however, if the council feels there needs to be a discussion, comments, or a decision it will be taken up at the New Business part of the agenda with a possibility of future council agenda items. Thank you for attending.
5. Approve Agenda
6. Consent Agenda
 - a. Meeting Minutes – [January 14, 2026](#)
 - b. Income Statements
 - c. [Approval of Claims](#)
 - d. [LG240B Application to Conduct Excluded Bingo – Bethlehem Lutheran Church](#)
 - e. [LG220 Application for Exempt Permit – Frazee Area Community Club](#)
 - f. [LG220 Application for Exempt Permit – CornerStone](#)
 - g. [Resolution 0128-2026A – Resolution Accepting Fire Department Donations](#)
7. Old Business
 - a. Solar Project
 - i. [MN Uniform Statewide Contract for Cogeneration and Small Power Production Facilities](#)
8. New Business
 - a. [Ordinance 182 – Amending Title 10, Chapter 4, Section 9 \(Service Commercial \(C-2\) District\)](#)

- b. [Ordinance 183 – Creating “R-4 – Large Lot Residential District”](#)
- c. [Cost Share Agreement – Wannigan Regional Park Boarding Tree Planting](#)
- d. [FCDC – Conflict of Interest Policy](#)
- e. [Police Calls – 2025 Review](#)
- f. Continuing Discussions with TurnKey on Alternative Properties for Development

9. Council Member Comments

10. Addendum

- a. [Additional Claims](#)
- b. [Event Center Chairs](#)
- c. [Pay Equity Approval](#)
- d. Eagle Lake Update

11. Adjournment

Consent Agenda

MINUTES – JANUARY 14, 2026

1. Call the Meeting to Order

- a. Mayor Mike Sharp called the meeting of the City of Frazee City Council to order on Wednesday, January 14, 2026, at 5:00 PM at the Frazee Event Center.

2. Roll Call

- a. Council Members: Mark Kemper, Mike Sharp, Jim Rader, Andrea Froeber, Drew Daggett
- b. Staff: Stephanie Poegel (City Administrator), Matthew Johnson (Rescue President), Larry Stephenson (Public Works Superintendent), Jolene Tappe (Event Center Manager), Amanda Young (Liquor Store Manager), Scott Luhman (Police Officer)
- c. Contracted Services: Patrick Bakken (Ramstad, Skoyles & Bakken P.A.), Chris Thorson (Ulteig Engineering)
- d. Guests: Chris Peluso

3. Pledge of Allegiance

- a. The Pledge of Allegiance was recited.

4. Approve Agenda

M/S/CU: Daggett/Kemper to approve the agenda as presented.

5. Open Forum

- a. Chris Peluso addressed the Council regarding Red Willow Heights and potential multifamily housing development. He expressed concern about the proposed apartment development and stated opposition from the neighborhood residents. Peluso asked for an update on the current status of the proposal.
- b. Poegel explained that the Economic Development Authority (EDA) is planning to petition for changes to the existing covenants. The EDA will host public meetings on January 20 and 27 to present information about the proposal to allow multifamily housing on the front four lots along Highway 29. She noted that these lots were originally intended for such purpose, but zoning has changed since then. The covenants would require 75% of residents to approve any changes.
- c. Peluso stated he could easily get 80% of residents to oppose the change, as they did five years ago. He emphasized that current residents don't want apartments in their neighborhood and questioned why the city would prioritize potential residents over current taxpayers.
- d. Mayor Sharp explained that quality rental housing is a significant need for the community but acknowledged the residents' right to determine what happens in their covenant-protected area. He noted that if 75% approval cannot be obtained, the covenants would remain unchanged.
- e. Froeber invited Peluso to attend the upcoming open houses to learn more about the proposal and renderings.

- f. Poegel added that if the multifamily housing proposal is rejected, her recommendation to the EDA would be to petition for commercial zoning instead, which is already allowed under the current covenants.

6. Consent Agenda

M/S/CU: Rader/Froeber to approve the consent agenda.

- a. After the approval, Froeber raised concerns about the 2026 Fee Schedule, noting that there weren't any incremental increases in charges other than city water and sewer. She expressed concern that failure to implement small annual increases could lead to larger, more problematic increases in the future.
- b. It was confirmed the sidewalk permit was included on the last page of the schedule.
- c. The Council recommended the Finance Committee review the fee schedule again and bring any changes to a future meeting.

7. Committee & Liaison Reports

M/S/CU: Froeber/Daggett to approve the committee reports.

8. Staff Reports

a. Fire Department

- i. The written report was reviewed due to the Fire Chief not being available as the department was hosting their annual retiree dinner.

b. Rescue

- i. Johnson presented the 2025 year-end statistics, reporting 327 calls for the year, which was 63 more than in 2024. The department maintained a 98% response rate and experienced 81 days with multiple calls.
- ii. Johnson explained that new minimum standards went into effect on January 1, requiring members to respond to at least six calls in the previous six-month period to remain active. This requirement helps ensure proper utilization of the \$9,000 worth of equipment issued to each member and maintains skill proficiency.
- iii. Johnson reported two resignations: Brandon Wiirre submitted his resignation before the end of the year, and Ken Miosek resigned on January 5 after approximately 30 years of service. Miosek has offered to continue helping with community engagement and outreach programs.
- iv. Johnson highlighted the effectiveness of the Quick Response Vehicle (QRV) in improving response times and explained their tracking system for monitoring which vehicles are used for each call.
- v. Of the 327 calls in 2025, 285 were medical emergencies. The remaining calls included pendant alarms, false crash detections, and other emergencies.
- vi. Council Member Jim Rader commended the Rescue Squad for their quick response to a call made by his wife.

c. Event Center

- i. Tappe reported that her inventory was nearly complete, with only some costs remaining to be entered on the inventory sheet.

- ii. She found McKay Galbrecht, a local upholsterer, to recover chairs at \$1,850 for 100 chairs. Tappe presented two sample chairs that had been recovered and noted the material quality was superior to the original upholstery. She explained that the chairs would be recovered in batches of 20 at a time.
- iii. Tappe mentioned this option was significantly less expensive than purchasing new chairs, which would have cost around \$4,000 plus shipping for 100 chairs.

M/S/CU: Rader/Kemper to approve recovering up to 100 chairs at \$1,850.

M/S/CU: Rader/Daggett to approve amending motion to increase recovering up to 150 chairs.

d. **Liquor Store**

- i. Young provided year-end financial numbers and reported that the liquor store will be trying weekly karaoke through January. Matt Bachmann, who previously performed karaoke in Perham, will be providing the service at a good rate. Young explained they would evaluate how it affects business before deciding whether to continue.

e. **Police Department**

- i. Officer Luhman reported on the vandalism at the skating rink. He explained that Chief Trieglaff is working to resolve issues with the surveillance cameras, which have been complicated by the company being sold to another business. They are considering hardwiring the cameras instead of using the problematic point-to-point system.
- ii. Mayor Sharp emphasized the importance of functioning cameras to protect the investment in the skating rink facility.

f. **Public Works**

- i. Stephenson reported that favorable weather conditions before Christmas allowed them to create a good sheet of ice at the skating rink. He noted that Kevin takes primary responsibility for maintaining the ice.
- ii. Stephenson mentioned a Christmas morning incident where they had to shut off water to a home with a flooded basement.
- iii. He also reported ordering a sanding drum attachment for the skid steer, which should arrive in approximately three weeks.
- iv. Mayor Sharp commented that the skating rink receives more positive feedback than any other city amenity.

g. **Administration**

- i. Poegel reported that the Governor's strategic capital budget announcement regarding River Drive North funding would be made the following day. If not included, they would begin working with legislators to get the project into a bill for this year's legislature.
- ii. Bakken provided an update on the Eagle Lake property, stating that while they didn't close by the end of the year as hoped, the title commitment should be completed soon with closing expected the following week.

M/S/CU: Rader/Kemper to approve staff reports.

9. Old Business

a. 2026 Utility Reconstruction

- i. Thorson presented the feasibility report for the upcoming utility reconstruction project. He explained that the project would replace 1950s and 1960s-era sewer and water pipes with modern PVC piping in various areas throughout the city. This work will nearly complete the city's multi-decade effort to replace all old infrastructure.

b. Feasibility Report

- i. The feasibility report was discussed as part of the utility reconstruction project overview.

c. Resolution 0114-2026E– Resolution Receiving Feasibility Report and Calling Hearing on Improvement

M/S/CU: Kemper/Rader to approve Resolution 0114-2026E, receiving the feasibility report and calling for a hearing on the improvement.

10. New Business

a. Liability Insurance Tort Waiver

M/S/CU: Froeber/Daggett to not waive the monetary limits on municipal tort liability.

b. Revenue Recapture Service Level Agreement

- i. Poegel explained that this agreement, which was previously discussed but not finalized due to staff changes, would allow the city to submit claims to the state to garnish income taxes for past debts owed to the city. This process would be useful for collecting unpaid fire calls or unpaid utility bills.

M/S/CU: Froeber/Kemper to approve the Revenue Recapture Service Level Agreement.

c. Audit Engagement Letter & Peer Review

- i. Poegel noted this was the annual audit engagement letter that needed approval. Rader asked if the city ever considers different auditors, and Poegel confirmed that the city is currently under contract but could solicit proposals when the contract expires.

M/S/CU: Daggett/Froeber to approve the audit engagement letter and peer review.

d. Rescue Squad Member Resignations

M/S/CU: Froeber/Rader to accept the resignations of Brandon Wiirre (effective 12/31/2025) and Ken Miosek (effective 1/5/2026).

- i. Rader thanked Miosek for his approximately 30 years of service and appreciated that he would continue to help with community engagement efforts.

e. Liquor Store Hire

- i. Young requested approval to hire Jessica Kropuenske as a clerk and bartender at Grade 1, Step 1. She noted Kropuenske has experience working at the VFW, Looney's, and currently works at the 50'er Diner during the week.

M/S/CU: Rader/Kemper to approve hiring Jessica Kropuenske as a liquor store clerk and bartender at Grade 1, Step 1.

11. Council Member Comments

- a. Froeber announced that the next day was National Bagel Day and encouraged support for local businesses, noting that Kari at the Bake Shop would be making bagels.
- b. Poegel encouraged all council members to attend the upcoming open houses regarding the Red Willow Heights proposal on January 20 and 27 from 5-7 PM at the Event Center. She noted that as property owners in the development, the council would have voting rights regarding the covenant changes.
- c. Mayor Sharp expressed support for finding quality rental housing options for the city, whether at Red Willow Heights or another location.

12. Addendum

a. Approval of Additional Claims

M/S/CU: Rader/Kemper to approve the additional claims.

b. 2025 Polling Place Accessibility Grant Program Agreement

- i. Poegel explained that the city had been awarded a grant to improve accessibility at the Event Center. The grant will fund automatic electric door openers, electrical work, curbside directional and voting space signage, and additional curbside voting equipment.

M/S/CU: Rader/Froeber to approve the 2025 Polling Place Accessibility Grant Program Agreement.

c. Survey Quote Approval

- i. Bakken presented quotes for surveying work related to the potential annexation of school district property. He explained that the existing legal descriptions were inadequate and better documentation was needed to proceed with the annexation process. He recommended the lower quote from Compass Consultants, who could complete the work in 2-3 weeks.
- ii. Bakken also mentioned that Turkey Park was not currently within city limits and suggested including it in the annexation efforts.

M/S/CU: Froeber/Rader to approve the survey quote from Compass Consultants for the school property annexation.

M/S/CU: Froeber/Daggett to include Turkey Park in the survey work for annexation by Compass Consultants.

d. Education Agreement for Rescue Department

- i. Poegel explained that this agreement with Lakes Country Emergency Education and Consulting would provide medical training and medical director services for the Rescue Department.

M/S/CU: Rader/Froeber to approve the education agreement for the Rescue Department.

e. LG220 Application for Exempt Permit – Frazee Trap Team Booster Club

- i. The application was for a fundraising gambling event to be held on February 28, 2026, known as the "Wing Fling."

M/S/CU: Daggett/Kemper to approve the LG220 Application for Exempt Permit for the Frazee Trap Team Booster Club.

13. Adjournment

M/S/CU: Froeber/Daggett to adjourn the meeting at 5:50 PM.

Respectfully submitted

Stephanie Poegel

Frazee City Administrator

Consent Agenda

INCOME STATEMENTS

Consent Agenda

APPROVAL OF CLAIMS



Payments

Current Period: January 2026

Payments Batch 01282026GEN1 \$5,340.29

Refer	0 BANYON DATA SYSTEMS	-			
Cash Payment	E 100-41400-433 Dues and Subscriptions	Banyon Annual Support/Backup			\$2,094.00
Invoice	00167354	1/14/2026			
Transaction Date	1/28/2026	Main Checking	10100	Total	\$2,094.00
Refer	0 MET LIFE INSURANCE COMPANY	-			
Cash Payment	G 100-21706 Insurance Payable	Insurance Payable			\$354.67
Invoice	JAN26ML	1/7/2026			
Cash Payment	G 601-21706 Insurance Payable	Insurance Payable			\$33.19
Invoice	JAN26ML	1/7/2026			
Cash Payment	G 602-21706 Insurance Payable	Insurance Payable			\$68.04
Invoice	JAN26ML	1/7/2026			
Transaction Date	1/28/2026	Main Checking	10100	Total	\$455.90
Refer	0 MN DEPT OF REVENUE - ST	Ck# 000462E 1/20/2026			
Cash Payment	G 100-20801 Taxes - Sales & Use Taxes	Sales & Use Tax - Garbage			\$1,417.00
Invoice					
Cash Payment	G 601-20801 Taxes - Sales & Use Taxes	Sales & Use Tax - Water			\$217.00
Invoice					
Transaction Date	1/28/2026	Main Checking	10100	Total	\$1,634.00
Refer	0 LEAGUE OF MN CITIES	-			
Cash Payment	E 100-42110-311 Contracts/Professional S				\$270.00
Invoice	442224	1/2/2026			
Transaction Date	1/28/2026	Main Checking	10100	Total	\$270.00
Refer	0 IMPACT RECOVERY SYSTEMS INC	-			
Cash Payment	E 100-43100-409 Repair/Maintenance - Tu	Repair/Maintenance - Tuff Curb			\$697.17
Invoice	86702-10	1/15/2026			
Transaction Date	1/21/2026	Main Checking	10100	Total	\$697.17
Refer	0 MN DEPT OF LABOR AND INDUST	Ck# 000463E 1/22/2026			
Cash Payment	E 100-42400-433 Dues and Subscriptions	Building Permit Surcharge 4th Qtr			\$101.77
Invoice					
Transaction Date	1/28/2026	Main Checking	10100	Total	\$101.77
Refer	0 WEBBER FAMILY MOTORS & QUIC	-			
Cash Payment	E 100-42110-406 Repairs/Maint Vehicles				\$87.45
Invoice	886129/1	1/20/2026			
Transaction Date	1/28/2026	Main Checking	10100	Total	\$87.45

Fund Summary

	10100 Main Checking	
100 GENERAL FUND		\$5,022.08
601 WATER FUND		\$250.19
602 SEWER FUND		\$68.04
		<u>\$5,340.29</u>

Pre-Written Checks	\$1,735.77
Checks to be Generated by the Computer	\$3,604.52
Total	\$5,340.29



Payments

Current Period: January 2026

Payments Batch 01282026LSEC1 \$17,059.36

Refer	0 MET LIFE INSURANCE COMPANY	-			
Cash Payment	G 609-21706 Insurance Payable				\$33.19
Invoice	JAN26MLB 1/7/2026				
Transaction Date	1/28/2026	Liquor Store	10101	Total	\$33.19
Refer	0 MN DEPT OF REVENUE - ST	-			
					Clk# 000334E 1/20/2026
Cash Payment	G 609-20801 Taxes - Sales & Use Taxes	Sales & Use Tax LIQ			\$4,102.00
Invoice	JAN26S&ULIQ				
Cash Payment	G 609-20801 Taxes - Sales & Use Taxes	Sales & Use Tax LIQ			\$2,440.00
Invoice	JAN26S&ULIQ				
Cash Payment	E 610-49752-126 Sales Tax Expense	Sales & Use Tax LIQ			\$12.00
Invoice	JAN26S&ULIQ				
Cash Payment	E 610-49752-126 Sales Tax Expense	Sales & Use Tax LIQ			\$138.00
Invoice	JAN26S&ULIQ				
Transaction Date	1/20/2026	Liquor Store	10101	Total	\$6,692.00
Refer	0 BERGSETH BROS	-			
Cash Payment	E 609-49750-252 Beer For Resale	Beer For Resale			\$2,768.80
Invoice	495591 1/15/2026				
Cash Payment	E 609-49750-252 Beer For Resale	Beer For Resale - CREDIT			-\$60.30
Invoice	495590 1/15/2026				
Cash Payment	E 609-49750-252 Beer For Resale	Beer For Resale - CREDIT			-\$7.10
Invoice	454-00757 1/15/2026				
Transaction Date	1/20/2026	Liquor Store	10101	Total	\$2,701.40
Refer	0 BEVERAGE WHOLESALERS, INC	-			
Cash Payment	E 609-49750-252 Beer For Resale	Beer For Resale			\$748.00
Invoice	417990 1/8/2026				
Transaction Date	1/20/2026	Liquor Store	10101	Total	\$748.00
Refer	0 SOUTHERN GLAZERS OF MN	-			
					Clk# 000335E 1/29/2026
Cash Payment	E 609-49750-253 Wine For Resale	Wine For Resale			\$236.44
Invoice	2715397 1/16/2026				
Cash Payment	E 609-49750-440 Fuel/Delivery Surcharge	Fuel/Delivery Surcharge Fees			\$5.55
Invoice	2715397 1/16/2026				
Transaction Date	1/29/2026	Liquor Store	10101	Total	\$241.99
Refer	0 BELLBOY CORPORATION	-			
Cash Payment	E 609-49750-251 Liquor For Resale	Liquor For Resale			\$1,558.65
Invoice	0210227000 1/15/2026				
Transaction Date	1/29/2026	Liquor Store	10101	Total	\$1,558.65
Refer	0 SYSCO NORTH DAKOTA, INC	-			
Cash Payment	E 609-49751-259 Food for Resale	Food For Resale			\$633.34
Invoice	395090970 1/20/2026				
Cash Payment	E 609-49751-213 Operating Supplies - Fo	Operating Supplies - Food			\$32.53
Invoice	395090970 1/20/2026				
Cash Payment	E 609-49751-210 Operating Supplies (GE	Operating Supplies (GENERAL)			\$57.08
Invoice	395090970 1/20/2026				
Cash Payment	E 609-49751-440 Fuel/Delivery Surcharge	Fuel/Delivery Surcharge Fees			\$6.50
Invoice	395090970 1/20/2026				



Payments

Current Period: January 2026

Transaction Date	1/29/2026	Liquor Store	10101	Total	\$729.45
Refer	0 D-S BEVERAGES, INC				
Cash Payment	E 609-49750-254	Soft Drinks/Mix For Res	Soft Drinks/Mix For Resale		\$11.64
Invoice	939442	1/14/2026			
Cash Payment	E 609-49750-252	Beer For Resale	Beer For Resale		\$4,082.50
Invoice	939442	1/14/2026			
Transaction Date	1/29/2026	Liquor Store	10101	Total	\$4,094.14
Refer	0 VIKING COCA COLA BOTTLING CO				
Cash Payment	E 609-49750-254	Soft Drinks/Mix For Res	Soft Drinks/Mix For Resale		\$193.35
Invoice	3788850	1/14/2026			
Transaction Date	1/28/2026	Liquor Store	10101	Total	\$193.35
Refer	0 VESTIS				
Cash Payment	E 609-49751-211	Cleaning Supplies	Cleaning Supplies		\$89.19
Invoice	2520715734	1/15/2026			
Transaction Date	1/28/2026	Liquor Store	10101	Total	\$89.19

Fund Summary

	10101 Liquor Store	
609 MUNICIPAL LIQUOR FUND	\$16,909.36	
610 EVENT CENTER FUND	\$150.00	
	<u>\$17,059.36</u>	

Pre-Written Checks	\$6,933.99
Checks to be Generated by the Computer	\$10,125.37
Total	\$17,059.36

Consent Agenda

LG240B APPLICATION TO CONDUCT EXCLUDED BINGO – BETHLEHEM LUTHERAN CHURCH

MINNESOTA LAWFUL GAMBLING

LG240B Application to Conduct Excluded Bingo

No Fee

5/24
Page 1 of 2

ORGANIZATION INFORMATION			
Organization Name: <u>Bethlehem Lutheran Church</u>	Previous Gambling Permit Number: <u>XB-94310-19-002</u>		
Minnesota Tax ID Number, if any: <u>5791654</u>	Federal Employer ID Number (FEIN), if any: <u>41-6094724</u>		
Mailing Address: <u>P.O. Box 335</u>			
City: <u>Frazee</u>	State: <u>MN</u> Zip: <u>56544</u> County: <u>Becker</u>		
Name of Chief Executive Officer (CEO): <u>Rev. Ryan Pumphrey</u>			
CEO Daytime Phone: <u>218-334-2866</u>	CEO Email: <u>bethlech@loretel.net</u> <small>(permit will be emailed to this email address unless otherwise indicated below)</small>		
Email permit to (if other than the CEO): _____			
NONPROFIT STATUS			
Type of Nonprofit Organization (check one):			
<input type="checkbox"/> Fraternal	<input checked="" type="checkbox"/> Religious	<input type="checkbox"/> Veterans	<input type="checkbox"/> Other Nonprofit Organization
Attach a copy of at least one of the following showing proof of nonprofit status:			
<small>(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)</small>			
<input type="checkbox"/>	Current calendar year Certificate of Good Standing Don't have a copy? This certificate must be obtained each year from: MN Secretary of State, Business Services Division 60 Empire Drive, Suite 100 St. Paul, MN 55103 Secretary of State website, phone numbers: www.sos.state.mn.us 651-296-2803, or toll free 1-877-551-6767		
<input type="checkbox"/>	Internal Revenue Service-IRS income tax exemption 501(c) letter in your organization's name Don't have a copy? Obtain a copy of your federal income tax exempt letter by having an organization officer contact the IRS at 877-829-5500.		
<input type="checkbox"/>	Internal Revenue Service-Affiliate of national, statewide, or international parent nonprofit organization (charter) If your organization falls under a parent organization, attach copies of <u>both</u> of the following: 1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and 2. the charter or letter from your parent organization recognizing your organization as a subordinate.		
EXCLUDED BINGO ACTIVITY			
Has your organization held a bingo event in the current calendar year? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
If yes, list the dates when bingo was conducted: _____			
The proposed bingo event will be:			
<input checked="" type="checkbox"/>	one of four or fewer bingo events held this year. Dates: <u>March 22, 2026</u>		
<input type="checkbox"/>	-OR- conducted on up to 12 consecutive days in connection with a:		
<input type="checkbox"/>	county fair	Dates:	_____
<input type="checkbox"/>	civic celebration	Dates:	_____
<input type="checkbox"/>	Minnesota State Fair	Dates:	_____
Person in charge of bingo event: <u>Pat Hausmann</u>		Daytime Phone: <u>701-429-1835</u>	
Name of premises where bingo will be conducted: <u>Bethlehem Lutheran Church</u>			
Premises street address: <u>210 Maple Ave. E.</u>			
City: <u>Frazee</u>	If township, township name: _____		County: <u>Becker</u>

Consent Agenda

LG220 APPLICATION FOR EXEMPT PERMIT – FRAZEE AREA COMMUNITY CLUB

MINNESOTA LAWFUL GAMBLING

LG220 Application for Exempt Permit

4/23

Page 1 of 3

<p>An exempt permit may be issued to a nonprofit organization that:</p> <ul style="list-style-type: none">• conducts lawful gambling on five or fewer days, and• awards less than \$50,000 in prizes during a calendar year. <p>If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.</p>	<p>Application Fee (non-refundable)</p> <p>Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is \$100; otherwise the fee is \$150.</p> <p>Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.</p>
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ORGANIZATION INFORMATION

Organization Name: <u>Fraze Area Community Club</u>	Previous Gambling Permit Number: X- <u>04853</u>
Minnesota Tax ID Number, if any: _____	Federal Employer ID Number (FEIN), if any: _____
Mailing Address: <u>PO Box 276</u>	
City: <u>Fraze</u>	State: <u>MN</u> Zip: <u>56544</u> County: <u>Becker</u>
Name of Chief Executive Officer (CEO): <u>Thomas Watson</u>	
CEO Daytime Phone: <u>2188497855</u>	CEO Email: <u>dtminn@yahoo.com</u> <small>(permit will be emailed to this email address unless otherwise indicated below)</small>
Email permit to (if other than the CEO): _____	

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

Fraternal Religious Veterans Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

A current calendar year Certificate of Good Standing
Don't have a copy? Obtain this certificate from:
MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103
Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767

IRS income tax exemption (501(c)) letter in your organization's name
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)
If your organization falls under a parent organization, attach copies of both of the following:
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Fraze Event Center

Physical Address (do not use P.O. box): 114 Lake St N

Check one:

City: Fraze Zip: 56544 County: Becker

Township: Burlington Zip: 56544 County: Becker

Date(s) of activity (for raffles, indicate the date of the drawing): 7/27/2025

Check each type of gambling activity that your organization will conduct:

Bingo Paddlewheels Pull-Tabs Tipboards Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

Consent Agenda

LG220 APPLICATION FOR EXEMPT PERMIT – CORNERSTONE

MINNESOTA LAWFUL GAMBLING

LG220 Application for Exempt Permit

4/23

Page 1 of 3

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: CornerStone Previous Gambling Permit Number: X- 95364
Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: 83-1631473
Mailing Address: PO Box 113
City: Frazee State: MN Zip: 56544 County: Becker
Name of Chief Executive Officer (CEO): Ken Missek
CEO Daytime Phone: 701-893-5759 CEO Email: teriken@arvig.net
(permit will be emailed to this email address unless otherwise indicated below)
Email permit to (if other than the CEO): cornerstonefrazee@gmail.com

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

Fraternal Religious Veterans Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

- A current calendar year Certificate of Good Standing**
Don't have a copy? Obtain this certificate from:
MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103
Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767
- IRS income tax exemption (501(c)) letter in your organization's name**
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.
- IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
If your organization falls under a parent organization, attach copies of both of the following:
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Frazee Event Center
Physical Address (do not use P.O. box): 114 Lake St N
Check one:
 City: Frazee Zip: 56544 County: Becker
 Township: _____ Zip: _____ County: _____
Date(s) of activity (for raffles, indicate the date of the drawing): June 19th 2026
Check each type of gambling activity that your organization will conduct:
 Bingo Paddlewheels Pull-Tabs Tipboards Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

Consent Agenda

RESOLUTION 0128-2026A – RESOLUTION ACCEPTING FIRE DEPARTMENT DONATIONS



P.O. Box 387, 222 Main Ave. W., Frazee, MN 56544

Waters Trails Shops Parks

City Phone: 218-334-4991 | City Fax: 218-334-4992

RESOLUTION No. 0128-2026A

A RESOLUTION EXPRESSING ACCEPTANCE OF AND APPRECIATION FOR FRAZEE FIRE DEPARTMENT DONATIONS

WHEREAS; the City of Frazee is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts and bequests for the benefit of recreational services pursuant to Minnesota Statutes Section 471.17; and

WHEREAS; The Frazee Fire Department is a vital necessity for the City of Frazee, surrounding Townships, and Counties; and

WHEREAS; the following persons have generously donated the amounts set forth below to the Frazee Fire Department:

<u>Name of Donor</u>	<u>Amount</u>
Lake Region Electric Trust	\$750.00

WHEREAS: It is the desire of the donor to use this donation towards the needs of the Frazee Fire Department; and

WHEREAS; the City Council is appreciative of these donations and commend the donors for their civic efforts and contributions.

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Frazee, Minnesota:

1. that the donations are accepted and acknowledged with gratitude.
2. that the donations will be used towards the needs of the Frazee Fire Department.

THEREFORE, BE IT KNOWN; Adoption of this resolution this 28th day of January, 2026 by the City Council of Frazee. With the following voting:

	Daggett	Froeber	Kemper	Rader	Sharp
Aye					
Nay					
Abstain					
Absent					

Mike Sharp,
Mayor

Stephanie Poegel,
City Administrator

Old Business

SOLAR PROJECT – MN UNIFORM STATEWIDE CONTRACT FOR COGENERATION AND SMALL POWER PRODUCTION FACILITIES

MINNESOTA UNIFORM STATEWIDE CONTRACT FOR COGENERATION AND SMALL POWER PRODUCTION FACILITIES

THIS CONTRACT is entered into November _____, 2025, by OTTER TAIL POWER COMPANY, a Minnesota Corporation, (hereafter called "Utility" or "Otter Tail") and City of Frazee (hereafter called "QF").

RECITALS

The QF has installed electric generating facilities, consisting of 40 kW (Solar), on property located at 513 Birch Ave West, Frazee, MN 56544.

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

The QF's electric generating facilities meet the requirements of the Minnesota Public Utilities Commission (hereafter called "Commission") rules on Cogeneration and Small Power Production 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 interconnect with the QF and to purchase electricity offered for sale by the QF.

A contract between the QF and the Utility is required by the Commission's rules.

The QF and the Utility agree:

AGREEMENTS

1. The Utility will sell electricity to the QF under the rate schedule in force for the class of customer to which the QF belongs.

2. The Cooperative Electric Association or Municipally Owned Electric Utility will buy electricity from the QF under the current rate schedule filed with the Commission. The QF elects the rate schedule category hereinafter indicated:

___ a. Average retail utility energy rate under part 7835.3300.

___ b. Simultaneous purchase and sale billing rate under part 7835.3400.

___ c. Time-of-day purchase rates under part 7835.3500.

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

3. The Public Utility will buy electricity from the QF under the current rate schedule filed with the Commission. If the QF has less than 40 kilowatts capacity, the QF elects the rate schedule category hereinafter indicated:

- a. Average retail utility energy rate under part 7835.4013.
- b. Simultaneous purchase and sale billing rate under part 7835.4014.
- c. Time-of-day purchase rates under part 7835.4015.

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

4. The Public Utility will buy electricity from the QF under the current rate schedule filed with the Commission. If the QF is not a net metered facility and has at least 40 kilowatts capacity but less than 1,000 kilowatt capacity, the QF elects the rate schedule category hereinafter indicated:

- a. Simultaneous purchase and sale billing rate under part 7835.4014.
- b. Time-of-day purchase rates under part 7835.4015.

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

5. The Public Utility will buy electricity from a net metered facility under the current rate schedule filed with the Commission or will compensate the facility in the form of a kilowatt-hour credit on the facility's energy bill. If the net metered facility has at least 40 kilowatts capacity but less than 1,000 kilowatts capacity, the QF elects the rate schedule category hereinafter indicated:

- a. Kilowatt-hour energy credit on the customer's energy bill, carried forward and applied to subsequent energy bills, with an annual true-up under part 7835.4017.
- b. Simultaneous purchase and sale billing rate under part 7835.4014.
- c. Time-of-day purchase rates under part 7835.4015.

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

6. 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 of the Commission, and the QF 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.

7. The Public Utility, Cooperative Electric Association, or Municipally Owned Electric Utility will compute the charges and payments for purchases and sales for each billing period. Any net credit to the QF, other than kilowatt-hour credits under clause 5, will be made under one of the following options as chosen by the QF:

- a. Credit to the QF's account with the Utility.
- b. Paid by check to the QF within 15 days of the billing date.

8. Renewable energy credits associated with generation from the facility are owned by: Utility.

9. The QF must operate its electric generating facilities within any rules, regulations, and policies adopted by the Utility not prohibited by the Commission's rules on Cogeneration and Small Power Production which provide reasonable technical connection and operating specifications for the QF. This agreement does not waive the QF's right to bring a dispute before the Commission as authorized by Minnesota Rules, part 7835.4500, and any other provision of the Commission's rules on Cogeneration and Small Power Production authorizing Commission resolution of a dispute.

10. The Utility's rules, regulations, and policies must conform to the Commission's rules on Cogeneration and Small Power Production.

11. The QF will operate its electric generating facilities so that they conform to the national, state, and local electric and safety codes, and will be responsible for the costs of conformance.

12. The QF is responsible for the actual, reasonable costs of interconnection which are estimated to be \$ 0.00. The QF will pay the Utility in this way: N/A.

13. The QF 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 QF's property, the Utility will remain responsible for its personnel.

14. The Utility may stop providing electricity to the QF during a system emergency. The Utility will not discriminate against the QF when it stops providing electricity or when it resumes providing electricity.

15. The Utility may stop purchasing electricity from the QF 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 will notify the QF before it stops purchasing electricity in this way: Delivered in person or sent by first class mail, postage prepaid, to the person specified in the interconnection application.

16. The QF will keep in force 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 \$300,000. (The amount must be consistent with the Commission's interconnection standards under Minnesota Rules, part 7835.4750).

17. This contract becomes effective as soon as it is signed by the QF and the Utility. This contract will remain in force until either the QF or the Utility gives written notice to the other that the contract is canceled. This contract will be canceled 30 days after notice is given.

18. This contract contains all the agreements made between the QF and the Utility except that this contract shall at all times be subject to all rules and orders issued by the Public Utilities Commission or

other government agency having jurisdiction over the subject matter of this contract. The QF and the Utility are not responsible for any agreements other than those stated in this contract.

THE QF 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 WRITTEN AT THE BEGINNING OF THIS CONTRACT.

QF

By: _____

City of Frazee
Stephanie Poegel
Owner

OTTER TAIL POWER COMPANY

By: _____

Randy Synsteliem
Manager, Renewable Development

**SMALL POWER PRODUCER RIDER
(Net Energy Billing Rate)**

DESCRIPTION	RATE CODE
Option 1: Less than or equal to 40 kW	
Residential	M910
Farm	M930
General Service	M940
Large General Service	M960
Option 2: Less than 1,000 kW	
Non-Firm Power: Less than 1,000 kW	M971
Firm Power: 40 kW to 1,000 kW	M972
Other: Available to all	
Wind Renewable Energy Credit	M991
Solar Renewable Energy Credit – 41 kW to 1,000 kW	M992
Solar Renewable Energy Credit – Less than or equal to 40 kW	M993
Solar Renewable Energy Credit – “Made in MN”	M994
Optional Production Meter Charge	M995
Publicly Owned Property (POP) Solar	M996
Meter Aggregation Charge	M997

RULES AND REGULATIONS: Terms and conditions of this electric rate schedule and the General Rules and Regulations govern use of this rider.

AVAILABILITY:

Option 1: This rider is available to any Qualifying Facility (QF) with generation Capacity not exceeding 40 kW.

Option 2: This rider is available to any QF with generation Capacity at least 40 kW but less than 1,000 kW, unless elected by a QF with less than 40 kW Capacity. Customers that want to collect the Capacity Credit will have to select the Firm Power option with a special Meter installation.



Fergus Falls, Minnesota

CUSTOMER CHARGE:

Option 1	Monthly
Residential	\$0.85
Farm	\$0.88
General Service	\$1.08
Large General Service	\$1.21

Option 2	Monthly
Non-Firm Power	\$1.22
Firm Power	\$1.23

OPTIONAL PRODUCTION METER CHARGE: \$3.41 per month

METER AGGREGATION CHARGE: \$0.00 per month if this option is selected by the Customer.

PAYMENT SCHEDULE: Payment per kWh for Energy delivered to utility in excess used.

DESCRIPTION	ENERGY CREDIT	
Option 1: Less than or equal to 40 kW	Average Retail Utility Energy Rate	
Residential	\$0.0931 per kWh	C
Farm	\$0.0883 per kWh	C
General Service	\$0.0834 per kWh	C
Large General Service	\$0.0588 per kWh	C
Option 2:	Base Avoided Costs	
Non-Firm Power: Less than 1,000 kW	\$0.0431 per kWh	C
Firm Power: 40kW to 1,000 kW	\$0.0431 per kWh	C
Option 2:	Capacity Credit	
Firm Power: 40kW to 1,000 kW	\$0.01929 per kWh	C
Other:	REC Rate	
Wind Renewable Energy Credit	\$0.00096 per kWh	CR
Solar Renewable Energy Credit – 41 kW to 1,000 kW	\$0.003 per kWh	C
Solar Renewable Energy Credit – Less than or equal to 40 kW	\$0.02 per kWh	C

MINNESOTA PUBLIC UTILITIES COMMISSION
 Approved: November 25, 2025
 Docket No. E017/M-16-280

Stuart D. Tommerdahl
 Manager, Regulation &
 Retail Energy Solutions

EFFECTIVE with bills rendered on and after December 1, 2025 in Minnesota



Fergus Falls, Minnesota

SPECIAL CONDITIONS OF SERVICE:

- 1. The interconnection process and standards set forth and referenced in the Minnesota Distributed Energy Resource Interconnection Process (MN DIP) shall apply to Customers interconnecting with the Company's facilities. The MN DIP is available upon request and at www.otpc.com.
2. The Customer will be required to sign the Uniform Statewide Contract with the Company in the form prescribed by Minn. Rule 7835.9910.
3. The Customer may also be required to execute the Company's Standard Interconnection Agreement and be responsible for interconnection costs authorized by law.
4. If the QF does not meet the 65% on-peak Capacity Factor requirement in any month, the compensation will be the Energy portion only.

INDIVIDUAL SYSTEM CAPACITY LIMITS:

- 1. Customers with a facility of 40-Kilowatt Capacity or more and participating in net Metering and net billing shall be required to limit the total generation capacity of individual distributed generation systems to remain on this Tariff by either: C
a. For wind generation systems, limiting the total generation system capacity Kilowatt alternating current to 120 percent of the Customer's on-site maximum electric Demand. C
b. For solar photovoltaic and other distributed generation, limiting the total generation system annual Energy production Kilowatt-Hours alternating current to 120 percent of the Customer's on-site annual electric Energy consumption. C
2. Limits under paragraph 1(a) applicable to measuring on-site maximum electric Demand must be based on standard 15-minute intervals, measured during the previous 12 calendar months, or if no Demand Metering available is subject to limits based on data for similarly situated Customers combined with any actual data for the facility.
3. The total generation capacity of individual distributed generation systems is determined by the total Capacity of all of the Customer's systems which are on the same set of aggregated Meters. On-site maximum electric Demand and on-site annual electric Energy consumption are determined by total Demand or electric Energy consumption associated with the same set of aggregated Meters.
4. For wind generation systems, the Company will estimate Customer Demand use for purposes of calculating the 120 percent rule by determining a Demand-billed Customer's highest billed on-site kW Demand in all bills issued during the most recent calendar year. For non-Demand

MINNESOTA PUBLIC UTILITIES COMMISSION
Approved: October 15, 2024
Docket No. E017/M-16-280

Bruce G. Gerhardson
Vice President, Regulatory Affairs

EFFECTIVE with bills rendered on and after December 1, 2024 in Minnesota



Fergus Falls, Minnesota

Customers, (e.g. Residential, Farm) the Company shall impute the equivalent peak Demand level by first determining the Customer’s most recent on-site annual (12-month) billed kWh sales. Those kWh sales shall be divided by the product of 22% annual load factor and the number of actual hours in that year (either 8,760 hours in a standard year or 8,784 hours in a leap year). The resulting quotient will serve as the Customer’s estimated on site maximum electric Demand.

C

- 5. For solar photovoltaic and other distributed generation systems, where 12 months of usage data is not available, the Company will estimate Customer Energy use for purposes of calculating the 120 percent rule by averaging four months of usage. If four months of usage is not available, the Company will estimate usage based on home size for Residential Customers and other substantiating documentation for Commercial and Demand billed Customers.

- 6. System Capacity Limits with little or no data will be calculated using the following methodology:

If at least four months usage data is available, the Company will use the following formulas: Customer usage data divided by the number of months of usage data multiplied by 12 months. The result is an annualized consumption estimate based on available usage data.

C

For the less than four months of usage the Company will be using its own Load Research Data for similarly situated Customers, by estimating the size, type and timeframe the facility was built. Otter Tail would also accept estimates from builders/contractors.

NET METERING BANKING KWH CREDIT OPTION (Option 2): The Customer with a facility of 40-Kilowatt capacity or more and participating in net Metering and net billing may select compensation in the form of a Kilowatt-Hour Energy credit on the Customer’s Energy bill, carried forward and applied to subsequent Energy bills, with an annual true-up in accordance with Minn. Rule 7835.4017. The Company will credit Customers electing to “bank” annually via an on-bill credit for that Customer’s Account posted on the bill following the billing cycle that includes December 31 and reflects payment for the bank balance for kWh credits accumulated up through the closing date on that bill which includes December 31. The effect of netting Customer generation against Customer use occurs on a roughly annual basis, but for administrative purposes may be a few days off from a calendar year.

AGGREGATION OF METERS: The Company will aggregate for billing purposes a Customer’s designated distributed generation bi-directional Meter with one or more aggregated retail Meters if a Customer requests that it do so and the following conditions are satisfied:



Fergus Falls, Minnesota

- 1. The Meters must be located on contiguous property owned by the Customer requesting the aggregation. C
2. The Account(s) associated with the Meters must be in the name of the same Customer. C
3. The total of all aggregated Meters must be subject in the aggregate to the size limitation under the single Rate Code chosen by the Customer applicable to all of the aggregated Meters. C
4. The total of all aggregated Meters is subject in the aggregate to the Individual System Capacity Limits. C

As the term is used here, "contiguous property" means property owned or leased by the Customer sharing a common border, without regard to interruptions in contiguity caused by easements, public thoroughfares, transportation rights-of-way, or Company rights-of-way. The Company must comply with a request by a Customer-Generator to aggregate additional Meters within 90 days. The specific Meters must be identified at the time of the request. In the event that more than one Meter is identified, the Customer must designate the rank order for the aggregated Meters to which the net Metered credits are to be applied. At least 60 days prior to the beginning of the next annual billing period, a Customer may amend the rank order of the aggregated Meters.

The aggregation of Meters applies only to charges that use Kilowatt-Hours as the billing determinant. All other charges applicable to each Meter Account shall be billed to the Customer. The Company will first apply the Kilowatt-Hour credit to the charges for the designated Meter and then to the charges for the aggregated Meters in the rank order specified by the Customer. If the Net Metered Facility supplies more electricity to the Company than the Energy usage recorded by the Customer-Generator's designated and aggregated Meters during a monthly billing period, the Company will apply, at the election of the Customer, any excess production based on a monthly credit or the Annual Net Metering (kWh) Banking Option. Where a monthly credit is selected, the Company shall apply monetary credits to the Customer's monthly bill for the excess Kilowatt-Hours.

DEFINITIONS:

Bi-Directional Meter: A Bi-Directional Meter located at the main service will record Energy delivered to the Customer from the Company, and Energy received by the Company from the Customer. Installation of a new bi-directional Meter may not be required if the configuration of a Customer's facilities allows and a previously installed Bi-Directional Meter provides the information necessary for billing purposes.

Capacity Factor: The number of Kilowatt-Hours delivered during a period divided by the product of (the maximum one hour delivered Capacity in Kilowatts in the period) times (the number of the



Fergus Falls, Minnesota

hours in the period). The Summer On-Peak period is 8:00 a.m. to 10:00 p.m. Monday through Friday, June 1 through September 30, and the Winter On-Peak period is 7:00 a.m. to 10:00 p.m. Monday through Friday, October 1 through May 31.

Firm Power: Energy delivered by the Qualifying Facility to the utility with at least a 65 percent on-peak Capacity Factor in the month.

Production Meter: A Production Meter will record Energy generated by the QF or NMF system only.

Publicly Owned Property (POP) Solar: A rebate for a non-residential solar system 40 kW or less (AC nameplate) in size installed on property owned by an eligible public entity, which satisfies the criteria of the POP program. N
N
N

Qualifying Facility: A cogeneration or small power production facility which satisfies the conditions established in Code of Federal Regulations, title 18, part 292 Solar Renewable Energy Credits (SRECs): RECs that are specifically generated by solar Energy.

Renewable Energy Credits (REC): Tradable, non-tangible Energy commodities in the United States that represent proof that 1 Megawatt-hour (MWh) of electricity was generated from an eligible renewable energy resource (renewable electricity).

Standard Interconnection Agreement: An interconnection agreement under the Minnesota Interconnection Process for Distributed Generation Systems for applications submitted prior to June 17, 2019 and deemed complete within 60 days, or an Interconnection Agreement as defined in the MN DIP for interconnection applications submitted on or after June 17, 2019. The Company's Standard Interconnection Agreement is available upon request or at www.otpc.com.

TERMS AND CONDITIONS: The use of this rider requires that special precautions be taken in the design of associated metering and control systems. The Customer is required to follow the Company's interconnection process (the MN DIP). Prior to installation, Customers will provide the Company information required by the MN DIP concerning the Customer's Generator and related equipment for the Company's review. By approving the Customer's connection to the Company's system, the Company makes no warranties, expressed or implied as to the safety or fitness of the Customer's Generator and equipment. Additionally, the following terms and conditions describe these precautions and shall be followed on all Customer-owned QF or NMF system. Minn. Rule 7835.2100, subp. 1, subp. 2, and subp. 3. set standards for compliance, interconnection, and generation systems.



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1. The Customer will be compensated monthly for all Energy received from the QF or NMF system less the Customer Charge and Meter Aggregation Charge, if applicable. For Customers who selected the Net Metering Banking kWh Credit Option, compensation is described above. The schedule for these payments is subject to annual review.
2. If the QF or NMF system is located at a site outside of the Company's service territory and Energy is delivered to the Company through facilities owned by another utility, Energy payments will be adjusted downward reflecting losses occurring between the point of metering and the point of delivery.
3. A QF or NMF system must have a generation Capacity of at least 30 kW, not to exceed the parameters of this rate schedule, to qualify for wheeling by the Company of the QF or NMF system output. In the event that the QF or NMF system desires, and qualifies for, wheeling by the Company of the QF or NMF system output, arrangements will be made subject to special provisions to be determined by all utilities involved. This also applies to QF's or NMF system
4. A Bi-Directional Meter will be furnished, owned and maintained by the Company to measure the Energy to the Company for QF or NMF system billing purposes and Energy production.

If the Customer requests from the Company an additional Production Meter(s), beyond Company required Production Meter(s), an additional charge will be applied.

Per Minn. Statute 216C.414, Subd. 3, Customers who are participating in the Made in Minnesota Program must, at their own expense, obtain a Meter from the public utility. Furthermore, Subd. 5 states "Renewable Energy Credits associated with Energy provided to a public utility for which an incentive payment is made belong to the utility."

Customers, who sell Otter Tail their entire SREC's production, are required to have a Production Meter. These Customers will receive a Production Meter at no cost until the Company has met its Solar Energy objectives.

Customers, who want to keep their SREC's have the option to have the Company install a Meter and pay a monthly production metering fee.

5. The QF or NMF system shall make provisions for the installation of Company owned on-site metering. All Energy received from and delivered to the Company as well as QF or NMF system production shall be metered.
6. Power and Energy purchased by the QF or NMF system from the Company shall be billed under the available retail rates for the purchase of electricity.



Fergus Falls, Minnesota

- 7. The Customer shall execute the Uniform Statewide Contract (electric service contract) with the Company in the form prescribed by Minn. Rule 7835.9910 which may include, among other provisions, a minimum term of service. Before the Customer signs the Uniform Statewide Contract, the Company shall provide the Customer a copy of or link to current interconnection standards (the MN DIP) in accordance with Minn. Rule 7835.4750. C
C
- 8. Any existing contract executed between a utility and a Qualifying Facility with installed Capacity of less than 40 kW remains in force until terminated by mutual agreement of the parties or as otherwise specified in the contract.
- 9. The Customer owns all RECs unless other ownership is expressly provided for by a contract between a Customer and the Company, or state law, rule or specific Commission Order specifying a different outcome. Any credits sold will be transferred to the Company and the Generator will be compensated at Otter Tail’s most recent transaction price of RECs or SRECs (whichever is relevant). If the Company has not purchased or sold RECs or SRECs within the most recent 3-year period, the Company will obtain pricing quotes and compensate the Generator at the mid-range of the quotes.

MANDATORY AND VOLUNTARY RIDERS: The amount of a bill for service will be modified by any Mandatory Rate Riders that must apply and by any Voluntary Rate Riders selected by the Customer, unless otherwise noted in this schedule. See Sections 12.00, 13.00 and 14.00 of the Minnesota electric rates for the matrices of riders.

Minnesota Distributed Energy Resource Interconnection Agreement (MN DIA)

V. 2.3

D25-43

Table of Contents

1. ARTICLE - SCOPE AND LIMITATIONS OF AGREEMENT	2
2. ARTICLE - INSPECTION, TESTING, AUTHORIZATION, AND RIGHT OF ACCESS	5
3. ARTICLE - EFFECTIVE DATE, TERM, TERMINATION, AND DISCONNECTION.....	6
4. ARTICLE - COST RESPONSIBILITY FOR INTERCONNECTION FACILITIES AND DISTRIBUTION UPGRADES	9
5. ARTICLE - COST RESPONSIBILITY FOR NETWORK UPGRADES	9
6. ARTICLE - BILLING, PAYMENT, MILESTONES, AND FINANCIAL SECURITY.....	11
7. ARTICLE - ASSIGNMENT, LIABILITY, NON-WARRANTY, INDEMNITY, FORCE MAJEURE, CONSEQUENTIAL DAMAGES, AND DEFAULT	12
8. ARTICLE - INSURANCE.....	16
9. ARTICLE - CONFIDENTIALITY	16
10. ARTICLE – DISPUTES	17
11. ARTICLE - TAXES	19
12. ARTICLE - MISCELLANEOUS.....	19
13. ARTICLE 13. NOTICES.....	23
ARTICLE 14 - SIGNATURES.....	25
ATTACHMENT 1: GLOSSARY OF TERMS.....	26
ATTACHMENT 2: DESCRIPTION AND COSTS OF THE DISTRIBUTED ENERGY RESOURCE, INTERCONNECTION FACILITIES, AND METERING EQUIPMENT	32
ATTACHMENT 3: ONE-LINE DIAGRAM DEPICTING THE DISTRIBUTED ENERGY RESOURCE, INTERCONNECTION FACILITIES, METERING EQUIPMENT, AND UPGRADES.....	33
ATTACHMENT 4: MILESTONES	36
ATTACHMENT 5: ADDITIONAL OPERATING AND MAINTENANCE REQUIREMENTS FOR THE AREA EPS OPERATOR'S DISTRIBUTION SYSTEM AND AFFECTED SYSTEMS NEEDED TO SUPPORT THE INTERCONNECTION CUSTOMER'S NEEDS.....	38
ATTACHMENT 6: AREA EPS OPERATOR'S DESCRIPTION OF DISTRIBUTION AND NETWORK UPGRADES AND GOOD FAITH ESTIMATES OF UPGRADE COSTS	39
ATTACHMENT 7: ASSIGNMENT OF MINNESOTA DISTRIBUTED ENERGY RESOURCE INTERCONNECTION AGREEMENT (MN DIA).....	40

This Interconnection Agreement (“Agreement”) is made and entered into this _____ day of _____ 2025, by Otter Tail Power Company (“Area EPS Operator”), and City of Frazee (“Interconnection Customer”) each hereinafter sometimes referred to individually as “Party” or both referred to collectively as the “Parties.”

Area EPS Operator Information

Area EPS Operator: Otter Tail Power Company
Attention: Interconnection Coordinator
Address: PO Box 496
City: Fergus Falls State: MN Zip: 56538-0496
Phone: (218) 739-8100 Email: InterConnectionCoordinator@otpc.com

Interconnection Customer Information

Interconnection Customer: City of Frazee
Attention: Stephanie Poegel
Address: 222 Main Ave West
City: Frazee State: MN Zip: 56544
Phone: (218) 334-4991 Email: cityadmin@frazeecity.com

Interconnection Customer Application No: D25-43

Distributed Energy Resource Information *(To be completed by the Area EPS Operator)*

Type of DER System (e.g. Solar, Wind, CHP, Solar+Storage): Solar
Nameplate Rating 40 (ac) DER capacity (as described in MN DIP 5.14.3)) 40 (ac)
Address of DER system: 513 Birch Ave West
City: Frazee State: MN Zip Code: 56544

In consideration of the mutual covenants set forth herein, the Parties agree as follows:

1. Article - Scope and Limitations of Agreement

- 1.1. This Agreement is intended to provide for the Interconnection Customer to interconnect at the Point of Common Coupling and operate a Distributed Energy Resource with a Nameplate Rating of 10 Megawatts (MW) or less in parallel with the Area EPS at the location identified above and in the Interconnection Application.
- 1.2. This Agreement shall be used for all Interconnection Applications submitted under the Minnesota Distributed Energy Resources Interconnection Process (MN DIP) except for those submitted and processed under the Simplified Process contained in MN DIP Section 2 or qualify and chooses under MN DIP Section 1.1.5 for the Uniform Statewide Contract to replace the need for this Agreement.

- 1.3. This Agreement governs the terms and conditions under which the Interconnection Customer's Distributed Energy Resource will interconnect with, and operate in parallel with, the Area EPS Operator's Distribution System.
- 1.4. Capitalized terms used herein shall have the meanings specified in the Glossary of Terms in Attachment 1, the MN DIP, or the body of this Agreement.
- 1.5. This Agreement does not constitute an agreement to purchase or deliver the Interconnection Customer's power. The purchase or delivery of power and other services that the Interconnection Customer may require will be covered under separate agreements, if any. The Interconnection Customer will be responsible for separately making all necessary arrangements (including scheduling) for delivery of electricity with the applicable Area EPS Operator.
- 1.6. Nothing in this Agreement is intended to affect any other agreement between the Area EPS Operator and the Interconnection Customer.
- 1.7. Responsibilities of the Parties
 - 1.7.1. The Parties shall perform all obligations of this Agreement in accordance with the MN DIP, Minnesota Technical Requirements, all Applicable Laws and Regulations, Operating Requirements, and Good Utility Practice.
 - 1.7.2. The Interconnection Customer shall construct, interconnect, operate and maintain its Distributed Energy Resource and construct, operate, and maintain its Interconnection Facilities in accordance with the applicable manufacturer's recommended maintenance schedule and, in accordance with this Agreement, and with Good Utility Practice.
 - 1.7.3. The Area EPS Operator shall construct, operate, and maintain its Distribution System and its Interconnection Facilities in accordance with this Agreement, and with Good Utility Practice.
 - 1.7.4. The Interconnection Customer agrees to construct its facilities or systems in accordance with the Minnesota Technical Requirements and this Agreement; including, applicable specifications that meet or exceed those provided by the National Electrical Safety Code, the American National Standards Institute, IEEE, Underwriter's Laboratory, and Operating Requirements in effect at the time of construction and other applicable national and state codes and standards. The Interconnection Customer agrees to design, install, maintain, and operate its Distributed Energy Resource so as to reasonably minimize the likelihood of a

disturbance adversely affecting or impairing the system or equipment of the Area EPS Operator and any Affected Systems.

1.7.5. Each Party shall operate, maintain, repair, and inspect, and shall be fully responsible for the facilities that it now owns or subsequently owns unless otherwise specified in the Attachments to this Agreement. Each Party shall be responsible for the safe installation, maintenance, repair and condition of their respective lines and appurtenances on their respective sides of the point of common coupling. The Area EPS Operator and the Interconnection Customer, as appropriate, shall provide Interconnection Facilities that adequately protect the Area EPS Operator's Distribution System, personnel, and other persons from damage and injury. The allocation of responsibility for the design, installation, operation, maintenance and ownership of Interconnection Facilities shall be delineated in the Attachments to this Agreement.

1.7.6. The Area EPS Operator shall coordinate with all Affected Systems to support the interconnection.

1.8. Parallel Operation Obligations

Once the Distributed Energy Resource has been authorized to commence parallel operation, the Interconnection Customer shall abide by all rules and procedures pertaining to the parallel operation of the Distributed Energy Resource in the applicable control area, including, but not limited to; 1) the rules and procedures concerning the operation of generation set forth in the Tariff or by the applicable system operator(s) for the Area EPS Operator's Distribution System provided or referenced in an attachment to this Agreement and; 2) the Operating Requirements set forth in Attachment 5 of this Agreement. The Minnesota Technical Requirements for interconnection are covered in a separate document, a copy of which has been made available to the Interconnection Customer and incorporated and made part of this Agreement by this reference.

1.9. Metering

As described in MN DIP 5.4, the Interconnection Customer shall be responsible for the Area EPS Operator's reasonable and necessary cost for the purchase, installation, operation, maintenance, testing, repair, and replacement of metering and data acquisition equipment specified in Attachments 2 and 3 of this Agreement. The Interconnection Customer's metering (and data acquisition, as required) equipment shall conform to applicable industry rules and Operating Requirements.

1.10. Distributed Energy Resource Capabilities and Grid Reliability

- 1.10.1. The Minnesota Technical Requirements outlines the Parties responsibilities consistent with IEEE 1547 Standard for Interconnection and Interoperability of Distributed Energy Resources with Associated Electric Power Systems Interfaces which provides requirements relevant to the interconnection and interoperability performance, operation and testing, and, to safety, maintenance and security considerations.
- 1.10.2. The Area EPS Operator may offer the Interconnection Customer the option to utilize required DER capabilities to mitigate Interconnection Customer costs related to Upgrades or Interconnection Facilities to address anticipated system impacts from the engineering review (i.e. Initial Review, Supplemental Review, or Study Process described in the MN DIP.)

2. Article - Inspection, Testing, Authorization, and Right of Access

2.1. Equipment Testing and Inspection

As described in MN DIP Section 5.7, the Interconnection Customer shall test and inspect its Distributed Energy Resource and Interconnection Facilities prior to interconnection pursuant to Minnesota Technical Requirements and this Agreement.

2.2. Authorization Required Prior to Parallel Operation

As described in MN DIP Section 5.8, the Area EPS Operator shall use Reasonable Efforts to list applicable parallel operation requirements by attaching the Minnesota Technical Requirements and/or including them in Attachment 5 to this Agreement. Additionally, the Area EPS Operator shall notify the Interconnection Customer of any changes to these requirements as soon as they are known. Pursuant to the MN DIP 5.8.2, the Interconnection Customer shall not operate its Distributed Energy Resource in parallel with the Area EPS Operator's Distribution System without prior written authorization of the Area EPS Operator.

2.3. Right of Access

- 2.3.1. Upon reasonable notice, the Area EPS Operator may send a qualified person to the premises of the Interconnection Customer at or immediately before the time the Distributed Energy Resource first produces energy to inspect the interconnection, and observe the commissioning of the Distributed Energy Resource (including any required testing), startup, and operation for a period of up to three Business Days after initial start-up of the unit. In addition, the Interconnection Customer shall notify the Area EPS Operator at least five

Business Days prior to conducting any on-site verification testing of the Distributed Energy Resource.

- 2.3.2. Following the initial inspection process described above, at reasonable hours, and upon reasonable notice, or at any time without notice in the event of an emergency or hazardous condition, the Area EPS Operator shall have access to the Interconnection Customer's premises for any reasonable purpose in connection with the performance of the obligations imposed on it by this Agreement or if necessary to meet its legal obligation to provide service to its customers.
- 2.3.3. Each Party shall be responsible for its costs associated with following this article as outlined in MN DIP Section 5.7.2 and the Minnesota Technical Requirements.

3. Article - Effective Date, Term, Termination, and Disconnection

3.1. Effective Date

This Agreement shall become effective upon execution by the Parties.

3.2. Term of Agreement

This Agreement shall become effective on the Effective Date and shall remain in effect from the Effective Date unless terminated earlier in accordance with article 3.3 of this Agreement.

3.3. Termination

No termination shall become effective until the Parties have complied with all Applicable Laws and Regulations applicable to such termination.

- 3.3.1. The Interconnection Customer may terminate this Agreement at any time by giving the Area EPS Operator 20 Business Days written notice.
- 3.3.2. Either Party may terminate this Agreement after Default pursuant to article 7.7.
- 3.3.3. Upon termination of this Agreement, the Distributed Energy Resource will be disconnected from the Area EPS Operator's Distribution System. All costs required to effectuate such disconnection shall be borne by the terminating Party, unless such termination resulted from the non-terminating Party's Default of this MN DIA or such non-terminating Party otherwise is responsible for these costs under this MN DIA.

3.3.4. The termination of this Agreement shall not relieve either Party of its liabilities and obligations, owed or continuing at the time of the termination.

3.3.5. The provisions of this article shall survive termination or expiration of this Agreement.

3.4. Temporary Disconnection

Temporary disconnection shall continue only for so long as reasonably necessary under Good Utility Practice.

3.4.1. Emergency Conditions

Under Emergency Conditions, the Area EPS Operator may immediately suspend interconnection service and temporarily disconnect the Distributed Energy Resource. The Area EPS Operator shall use Reasonable Efforts to notify the Interconnection Customer promptly when it becomes aware of an Emergency Condition that may reasonably be expected to affect the Interconnection Customer's operation of the Distributed Energy Resource. The Interconnection Customer shall use Reasonable Efforts to notify the Area EPS Operator promptly when it becomes aware of an Emergency Condition that may reasonably be expected to affect the Area EPS Operator's Distribution System or any Affected Systems. To the extent information is known, the notification shall describe the Emergency Condition, the extent of the damage or deficiency, the expected effect on the operation of both Parties' facilities and operations, its anticipated duration, and the necessary corrective action.

3.4.2. Routine Maintenance, Construction, and Repair

The Area EPS Operator may interrupt interconnection service or curtail the output of the Distributed Energy Resource and temporarily disconnect the Distributed Energy Resource from the Area EPS Operator's Distribution System when necessary for routine maintenance, construction, or repairs on the Area EPS Operator's Distribution System. The Area EPS Operator shall use Reasonable Efforts to provide the Interconnection Customer with three Business Days notice prior to such interruption. The Area EPS Operator shall use Reasonable Efforts to coordinate such reduction or temporary disconnection with the Interconnection Customer.

3.4.3. Forced Outage

During any forced outage, the Area EPS Operator may suspend interconnection service to effect immediate repairs on the Area EPS Operator's Distribution System. The Area EPS Operator shall use Reasonable Efforts to provide the Interconnection Customer with prior notice. If prior notice is not given, the Area EPS Operator shall, upon request, provide the Interconnection Customer written documentation after the fact explaining the circumstances of the disconnection.

3.4.4. Adverse Operating Effects

The Area EPS Operator shall notify the Interconnection Customer as soon as practicable if, based on Good Utility Practice, operation of the Distributed Energy Resource may cause disruption or deterioration of service to other customers served from the same electric system, or if operating the Distributed Energy Resource could cause damage to the Area EPS Operator's Distribution System or Affected Systems. Supporting documentation used to reach the decision to disconnect shall be provided to the Interconnection Customer upon request. If, after notice, the Interconnection Customer fails to remedy the adverse operating effect within a reasonable time, the Area EPS Operator may disconnect the Distributed Energy Resource. The Area EPS Operator shall provide the Interconnection Customer with five Business Day notice of such disconnection, unless the provisions of article 3.4.1 apply.

3.4.5. Modification of the Distributed Energy Resource

The Interconnection Customer must receive written authorization from the Area EPS Operator before making any change to the Distributed Energy Resource that may have a material impact on the safety or reliability of the Distribution System. Such authorization shall not be unreasonably withheld if the modification is not a Material Modification. Material Modifications, including an increase nameplate rating or capacity, may require the Interconnection Customer to submit a new Interconnection Application as described in MN DIP Section 1.6.2. If the Interconnection Customer makes such modification without the Area EPS Operator's prior written authorization, the latter shall have the right to temporarily disconnect the Distributed Energy Resource.

3.4.6. Reconnection

The Parties shall cooperate with each other to restore the Distributed Energy Resource, Interconnection Facilities, and the Area EPS Operator's Distribution System to their normal operating state as soon as reasonably practicable following a temporary disconnection.

3.4.7. Treatment Similar to Other Retail Customers

If the Interconnection Customer receives retail electrical service at the same site as the Distributed Energy Resource, it may also be disconnected consistent with the rules and practices for disconnecting other retail electrical customers.

3.4.8. Disconnection for Default

If the Interconnection Customer is in Default it may be disconnected after a 60 day written notice is provided and the Default is not cured during this 60 day notice. This provision does not apply to disconnection based on Emergency Conditions.

4. Article - Cost Responsibility for Interconnection Facilities and Distribution Upgrades

4.1. Interconnection Facilities

4.1.1. The Interconnection Customer shall pay for the cost of the Interconnection Facilities itemized in Attachment 2 of this Agreement. The Area EPS Operator shall provide a good faith estimate cost, including overheads, for the purchase and construction of its Interconnection Facilities and provide a detailed itemization of such costs. Costs associated with Interconnection Facilities may be shared with other entities that may benefit from such facilities by agreement of the Interconnection Customer, such other entities, and the Area EPS Operator.

4.1.2. The Interconnection Customer shall be responsible for its share of all reasonable expenses, including overheads, associated with (1) owning, operating, maintaining, repairing, and replacing its own Interconnection Facilities, and (2) operating, maintaining, repairing, and replacing the Area EPS Operator's Interconnection Facilities.

4.2. Distribution Upgrades

The Area EPS Operator shall design, procure, construct, install, and own the Distribution Upgrades described in Attachment 6 of this Agreement. The Area EPS Operator shall provide a good faith estimate cost, including overheads, for the purchase and construction of the Distribution Upgrades and provide a detailed itemization of such costs. If the Area EPS Operator and the Interconnection Customer agree, the Interconnection Customer may construct Distribution Upgrades that are located on land owned by the Interconnection Customer. The actual cost of the Distribution Upgrades, including overheads, shall be directly assigned to the Interconnection Customer.

5. Article - Cost Responsibility for Network Upgrades

5.1. Applicability

No portion of this Article 5 shall apply unless the interconnection of the Distributed Energy Resource requires Network Upgrades.

5.2. Network Upgrades

The Area EPS Operator or the Transmission Owner shall design, procure, construct, install, and own the Network Upgrades described in Attachment 6 of this Agreement. The Area EPS Operator shall provide a good faith estimate cost, including overheads,

for the purchase and construction of the Network Upgrades and provide a detailed itemization of such costs. If the Area EPS Operator and the Interconnection Customer agree, the Interconnection Customer may construct Network Upgrades that are located on land owned by the Interconnection Customer. Unless the Area EPS Operator elects to pay for Network Upgrades, the actual cost of the Network Upgrades, including overheads, shall be borne initially by the Interconnection Customer.

5.2.1. Repayment of Amounts Advanced for Network Upgrades

The Interconnection Customer shall be entitled to a cash repayment, equal to the total amount paid to the Area EPS Operator and Affected System operator, if any, for Network Upgrades, including any tax gross-up or other tax-related payments associated with the Network Upgrades, and not otherwise refunded to the Interconnection Customer, to be paid to the Interconnection Customer on a dollar-for-dollar basis for the non-usage sensitive portion of transmission charges, as payments are made under the Area EPS Operator's Tariff and Affected System's Tariff for transmission services with respect to the Distributed Energy Resource. Any repayment shall include interest calculated in accordance with the methodology set forth in FERC's regulations at 18 C.F.R. § 35.19a(a)(2)(iii) from the date of any payment for Network Upgrades through the date on which the Interconnection Customer receives a repayment of such payment pursuant to this subparagraph. The Interconnection Customer may assign such repayment rights to any person.

5.2.1.1. Notwithstanding the foregoing, the Interconnection Customer, the Area EPS Operator, and any applicable Affected System operators may adopt any alternative payment schedule that is mutually agreeable so long as the Area EPS Operator and said Affected System operators take one of the following actions no later than five years from the Commercial Operation Date: (1) return to the Interconnection Customer any amounts advanced for Network Upgrades not previously repaid, or (2) declare in writing that the Area EPS Operator or any applicable Affected System operators will continue to provide payments to the Interconnection Customer on a dollar-for-dollar basis for the non-usage sensitive portion of transmission charges, or develop an alternative schedule that is mutually agreeable and provides for the return of all amounts advanced for Network Upgrades not previously repaid; however, full reimbursement shall not extend beyond 20 years from the commercial operation date.

5.2.1.2. If the Distributed Energy Resource fails to achieve commercial operation, but it or another Distributed Energy Resource is later constructed and requires use of the Network Upgrades within five (5)

years of being constructed, the Area EPS Operator and Affected System operator (after receiving payment in the amount of the cost to build these Network Upgrades from the other Distributed Energy Resource who is expected to use the Network Upgrades) shall at that time reimburse the Interconnection Customer for the amounts advanced for the Network Upgrades. Before any such reimbursement can occur, the Interconnection Customer, or the entity that ultimately constructs the Distributed Energy Resource, if different, is responsible for identifying the entity to which reimbursement must be made.

5.3. Special Provisions for Affected Systems

Unless the Area EPS Operator provides, under this Agreement, for the repayment of amounts advanced to any applicable Affected System operators for Network Upgrades, the Interconnection Customer and Affected System operator shall enter into an agreement that provides for such repayment. The agreement shall specify the terms governing payments to be made by the Interconnection Customer to Affected System operator as well as the repayment by Affected System operator.

5.4. Rights Under Other Agreements

Notwithstanding any other provision of this Agreement, nothing herein shall be construed as relinquishing or foreclosing any rights, including but not limited to firm transmission rights, capacity rights, transmission congestion rights, or transmission credits, that the Interconnection Customer shall be entitled to, now or in the future, under any other agreement or tariff as a result of, or otherwise associated with, the transmission capacity, if any, created by the Network Upgrades, including the right to obtain cash reimbursements or transmission credits for transmission service that is not associated with the Distributed Energy Resource.

6. Article - Billing, Payment, Milestones, and Financial Security

6.1. Billing and Payment Procedures and Final Accounting

6.1.1. The Area EPS Operator shall bill the Interconnection Customer for the design, engineering, construction, and procurement costs of Interconnection Facilities and Upgrades contemplated by this Agreement, and the Interconnection Customer shall pay each bill, pursuant to the MN DIP 5.6.5, or as otherwise agreed to by the Parties.

6.1.2. Within 80 Business Days (approximately 4 calendar months) of completing the construction and installation of the Area EPS Operator's Interconnection Facilities and/or Upgrades described in the Attachments to this Agreement, the

Area EPS Operator shall provide the Interconnection Customer with a final accounting report, as described in the MN DIP 5.6.6.

6.2. Milestones

Pursuant to the MN DIP 4.4.5, 5.6.2 and 5.6.3, the Parties shall agree on milestones for which each Party is responsible and list them in Attachment 4 of this Agreement.

6.3. Financial Security Arrangements

Pursuant to the MN DIP 5.6.4, the Interconnection Customer shall provide the Area EPS Operator, at the Interconnection Customer's option, a guarantee, letter of credit or other form of security that is reasonably acceptable to the Area EPS Operator and is consistent with the Minnesota Uniform Commercial Code. Such security for payment shall be in an amount sufficient to cover the costs for constructing, designing, procuring, and installing the applicable portion of the Area EPS Operator's Interconnection Facilities and Upgrades and shall be reduced on a dollar-for-dollar basis for payments made to the Area EPS Operator under this Agreement during its term. In addition:

- 6.3.1. The guarantee must be made by an entity that meets the creditworthiness requirements of the Area EPS Operator, and contain terms and conditions that guarantee payment of any amount that may be due from the Interconnection Customer, up to an agreed-to maximum amount.
- 6.3.2. The letter of credit must be issued by a financial institution or insurer reasonably acceptable to the Area EPS Operator and must specify a reasonable expiration date not sooner than sixty (60) Business Days (three calendar months) after the due date for the issuance of the final bill.

7. Article - Assignment, Liability, Non-Warranty, Indemnity, Force Majeure, Consequential Damages, and Default

7.1. Assignment

This Agreement may be assigned by either Party upon 15 Business Days prior written notice and opportunity to object by the other Party; provided that:

- 7.1.1. Either Party may assign this Agreement without the consent of the other Party to any affiliate of the assigning Party with an equal or greater credit rating and with the legal authority and operational ability to satisfy the obligations of the assigning Party under this Agreement, provided that the Interconnection Customer promptly notifies the Area EPS Operator of any such assignment;

7.1.2. The Interconnection Customer shall have the right to assign this Agreement, without the consent of the Area EPS Operator, for collateral security purposes to aid in providing financing for the Distributed Energy Resource, provided that the Interconnection Customer will promptly notify the Area EPS Operator of any such assignment.

7.1.3. Any attempted assignment that violates this article is void and ineffective. Assignment shall not relieve a Party of its obligations, nor shall a Party's obligations be enlarged, in whole or in part, by reason thereof. An assignee is responsible for meeting the same financial, credit, and insurance obligations as the Interconnection Customer. Where required, consent to assignment will not be unreasonably withheld, conditioned or delayed.

7.2. Limitation of Liability

Each Party's liability to the other Party for any loss, cost, claim, injury, liability, or expense, including reasonable attorney's fees, relating to or arising from any act or omission in its performance of this Agreement, shall be limited to the amount of direct damage actually incurred. In no event shall either Party be liable to the other Party for any indirect, special, consequential, or punitive damages, except as authorized by this Agreement.

7.3. Non-Warranty

The Area EPS Operator does not give any warranty, expressed or implied, as to the adequacy, safety, or other characteristics of any structures, equipment, wires, appliances or devices owned, installed or maintained by the Interconnection Customer, including without limitation the Distributed Energy Resource and any structures, equipment, wires, appliances or devices not owned, operated or maintained by the Area EPS Operator.

7.4. Indemnity

7.4.1. This provision protects each Party from liability incurred to third parties as a result of carrying out the provisions of this Agreement. Liability under this provision is exempt from the general limitations on liability found in article 7.2.

7.4.2. The Parties shall at all times indemnify, defend, and hold the other Party harmless from, any and all damages, losses, claims, including claims and actions relating to injury to or death of any person or damage to property, demand, suits, recoveries, costs and expenses, court costs, attorney fees, and all other obligations by or to third parties, arising out of or resulting from the other Party's action or failure to meet its obligations under this Agreement on behalf of the indemnifying Party, except in cases of gross negligence or intentional wrongdoing by the indemnified Party.

- 7.4.3. This indemnification obligation shall apply notwithstanding any negligent or intentional acts, errors or omissions of the Indemnified Party, but the Indemnifying Party's liability to indemnify the Indemnified Party shall be reduced in proportion to the percentage by which the Indemnified Party's negligent or intentional acts, errors or omissions caused the damage.
- 7.4.4. Neither Party shall be indemnified for its damages resulting from its sole negligence, intentional acts or willful misconduct. These indemnity provisions shall not be construed to relieve any insurer of its obligation to pay claims consistent with the provisions of a valid insurance policy.
- 7.4.5. If an indemnified person is entitled to indemnification under this article as a result of a claim by a third party, and the indemnifying Party fails, after notice and reasonable opportunity to proceed under this article, to assume the defense of such claim, such indemnified person may at the expense of the indemnifying Party contest, settle or consent to the entry of any judgment with respect to, or pay in full, such claim.
- 7.4.6. If an indemnifying party is obligated to indemnify and hold any indemnified person harmless under this article, the amount owing to the indemnified person shall be the amount of such indemnified person's actual loss, net of any insurance or other recovery.
- 7.4.7. Promptly after receipt by an indemnified person of any claim or notice of the commencement of any action or administrative or legal proceeding or investigation as to which the indemnity provided for in this article may apply, the indemnified person shall notify the indemnifying party of such fact. Any failure of or delay in such notification shall not affect a Party's indemnification obligation unless such failure or delay is materially prejudicial to the indemnifying party.
- 7.5. Consequential Damages
Other than as expressly provided for in this Agreement, neither Party shall be liable under any provision of this Agreement for any losses, damages, costs or expenses for any special, indirect, incidental, consequential, or punitive damages, including but not limited to loss of profit or revenue, loss of the use of equipment, cost of capital, cost of temporary equipment or services, whether based in whole or in part in contract, in tort, including negligence, strict liability, or any other theory of liability; provided, however, that damages for which a Party may be liable to the other Party under another agreement will not be considered to be special, indirect, incidental, or consequential damages hereunder.

7.6. Force Majeure

If a Force Majeure Event prevents a Party from fulfilling any obligations under this Agreement, the Party affected by the Force Majeure Event (Affected Party) shall promptly notify the other Party, either in writing or via the telephone, of the existence of the Force Majeure Event. The notification must specify in reasonable detail the circumstances of the Force Majeure Event, its expected duration, and the steps that the Affected Party is taking to mitigate the effects of the event on its performance. The Affected Party shall keep the other Party informed on a continuing basis of developments relating to the Force Majeure Event until the event ends. The Affected Party will be entitled to suspend or modify its performance of obligations under this Agreement (other than the obligation to make payments) only to the extent that the effect of the Force Majeure Event cannot be mitigated by the use of Reasonable Efforts. The Affected Party will use Reasonable Efforts to resume its performance as soon as possible.

7.7. Default

7.7.1. No Default shall exist where such failure to discharge an obligation (other than the payment of money) is the result of a Force Majeure Event as defined in this Agreement or the result of an act or omission of the other Party. Upon a Default, the non-defaulting Party shall give written notice of such Default to the defaulting Party. Except as provided in article 7.6.2, the defaulting Party shall have 60 calendar days from receipt of the Default notice within which to cure such Default; provided however, if such Default is not capable of cure within 60 calendar days, the defaulting Party shall commence such cure within 20 calendar days after notice and continuously and diligently complete such cure within six months from receipt of the Default notice; and, if cured within such time, the Default specified in such notice shall cease to exist.

7.7.2. If a Default is not cured as provided in this article, or if a Default is not capable of being cured within the period provided for herein, the non-defaulting Party shall have the right to terminate this Agreement by written notice at any time until cure occurs, and be relieved of any further obligation hereunder and, whether or not that Party terminates this Agreement, to recover from the defaulting Party all amounts due hereunder, plus all other damages and remedies to which it is entitled at law or in equity. The provisions of this article will survive termination of this Agreement.

8. Article - Insurance

- 8.1. An Area EPS Operator may only require an Interconnection Customer to purchase insurance covering damages pursuant to the MN DIP 5.10.
- 8.2. The Area EPS Operator agrees to maintain general liability insurance or self-insurance consistent with the Area EPS Operator's commercial practice. Such insurance or self-insurance shall not exclude coverage for the Area EPS Operator's liabilities undertaken pursuant to this Agreement.
- 8.3. The Parties further agree to notify each other whenever an accident or incident occurs resulting in any injuries or damages that are included within the scope of coverage of such insurance, whether or not such coverage is sought.
- 8.4. Failure of the Interconnection Customer or Area EPS Operator to enforce the minimum levels of insurance does not relieve the Interconnection Customer from maintaining such levels of insurance or relieve the Interconnection Customer of any liability.

9. Article - Confidentiality

- 9.1. Confidential Information shall mean any confidential and/or proprietary information provided by one Party to the other Party that is clearly marked or otherwise designated "Confidential." For purposes of this Agreement, design, operating specifications, and metering data provided by the Interconnection Customer may be deemed Confidential Information regardless of whether it is clearly marked or otherwise designated as such. If requested by either Party, the other Party shall provide in writing the basis for asserting that the information warrants confidential treatment. Parties providing a Governmental Authority trade secret, privileged or otherwise not public or nonpublic data under the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, shall identify such data consistent with the Commission's September 1, 1999 Revised Procedures for Handling Trade Secret and Privileged Data, available online at: <https://mn.gov/puc/puc-documents/#4>
- 9.2. Confidential Information does not include information previously in the public domain with proper authorization, required to be publicly submitted or divulged by Governmental Authorities (after notice to the other Party and after exhausting any opportunity to oppose such publication or release), or necessary to be publicly divulged in an action to enforce this Agreement. Each Party receiving Confidential Information shall hold such information in confidence and shall not disclose it to any third party nor to the public without the prior written authorization from the Party

providing that information, except to fulfill obligations under this Agreement, or to fulfill legal or regulatory requirements that could not otherwise be fulfilled by not making the information public.

- 9.2.1. Each Party shall hold in confidence and shall not disclose Confidential Information, to any person (except employees, officers, representatives and agents, who agree to be bound by this section). Confidential Information shall be clearly marked as such on each page or otherwise affirmatively identified. If a court, government agency or entity with the right, power, and authority to do so, requests or requires either Party, by subpoena, oral disposition, interrogatories, requests for production of documents, administrative order, or otherwise, to disclose Confidential Information, that Party shall provide the other Party with prompt notice of such request(s) or requirements(s) so that the other Party may seek an appropriate protective order or waive compliance with the terms of this Agreement. In the absence of a protective order or waiver the Party shall disclose such confidential information which, in the opinion of its counsel, the party is legally compelled to disclose. Each Party will use reasonable efforts to obtain reliable assurance that confidential treatment will be accorded any confidential information so furnished.
- 9.2.2. Critical infrastructure information or information that is deemed or otherwise designated by a Party as Critical Energy/Electric Infrastructure Information (CEII) pursuant to FERC regulation, [18 C.F.R. §388.133](#), as may be amended from time to time, may be subject to further protections for disclosure as required by FERC or FERC regulations or orders and the disclosing Party's CEII policies.
- 9.2.3. Each Party shall employ at least the same standard of care to protect Confidential Information obtained from the other Party as it employs to protect its own Confidential Information.
- 9.2.4. Each Party is entitled to equitable relief, by injunction or otherwise, to enforce its rights under this provision to prevent the release of Confidential Information without bond or proof of damages, and may seek other remedies available at law or in equity for breach of this provision.

10. Article – Disputes

- 10.1. The Parties agree to attempt to resolve all disputes arising out of the interconnection process and associated study and interconnection agreements according to the provisions of this article and Minnesota Administrative Rules 7829.1500-7829.1900.

More information on the Commission's Consumer Affairs Office dispute resolution services is available on the Commission's website:

<https://mn.gov/puc/consumers/help/complaint/>

- 10.2. Prior to a written Notice of Dispute, the Party shall contact the other Party and raise the issue and the relief sought in an attempt to resolve the issue immediately.
- 10.3. In the event of a dispute, the disputing Party shall provide the other Party a written Notice of Dispute containing the relevant known facts pertaining to the dispute, the specific dispute and the relief sought, and express notice by the disputing Party that it is invoking the procedures under this article. The Interconnection Customer may utilize the Commission's Consumer Affairs Office's complaint/inquiry form and Informal Complaint dispute resolution process to assist with the written Notice of Dispute. The notice shall be sent to the non-disputing Party's email address and physical address set forth in the interconnection agreement or Interconnection Application, if there is no interconnection agreement. If the Interconnection Customer chooses not to utilize the Commission's Consumer Affairs Office dispute resolution process, the Interconnection Customer shall provide an informational electronic copy of the Notice of Dispute to the Consumer Affairs Office at the Commission at consumer.puc@state.mn.us.
- 10.4. The non-disputing Party shall acknowledge the notice within three (3) Business Days of its receipt and identify a representative with the authority to make decisions for the non-disputing Party with respect to the dispute.
- 10.5. The non-disputing Party shall provide the disputing Party with relevant regulatory and/or technical details and analysis regarding the Area EPS Operator interconnection requirements under dispute within ten (10) Business Days of the date of the Notice of Dispute. Within twenty (20) Business Days of the date of the Notice of Dispute, the Parties' authorized representatives will be required to meet and confer to try to resolve the dispute. Parties shall operate in good faith and use best efforts to resolve the dispute.
- 10.6. If a resolution is not reached in the thirty (30) Business Days from the date of the notice described in section 10.3, the Parties may 1) if mutually agreed, continue negotiations for up to an additional twenty (20) Business Days; or 2) either Party may request the Commission's Consumer Affairs Office provide mediation in an attempt to resolve the dispute within twenty (20) Business Days with the opportunity to extend this timeline upon mutual agreement. Alternatively, both Parties by mutual agreement may request mediation from an outside third-party mediator with costs to be shared equally between the Parties.

- 10.7. If the results of the mediation are not accepted by one or more Parties and there is still disagreement, the dispute shall proceed to the Commission's Formal Complaint process as described in Minn. Rules 7829.1700-1900 unless mutually agreed to continue with informal dispute resolution.
- 10.8. At any time, either Party may file a complaint before the Commission pursuant to Minn. Stat. §216B.164, if applicable, and Commission rules outlined in Minn. Rules Ch. 7829.

11. Article - Taxes

- 11.1. The Parties agree to follow all applicable tax laws and regulations, consistent with Internal Revenue Service and any other relevant local, state and federal requirements.
- 11.2. Each Party shall cooperate with the other to maintain the other Party's tax status. It is incumbent on the Party seeking to maintain its tax status to provide formal written notice to the other Party detailing what exact cooperation it is seeking from the other Party well prior to any deadline by which any such action would need to be taken. Nothing in this Agreement is intended to adversely affect, if applicable, the Area EPS Operator's tax exempt status with respect to the issuance of bonds including, but not limited to, local furnishing bonds.

12. Article - Miscellaneous

- 12.1. Governing Law, Regulatory Authority, and Rules
The validity, interpretation and enforcement of this Agreement and each of its provisions shall be governed by the Minnesota Public Utilities Commission and the laws of the state of Minnesota, without regard to its conflicts of law principles. This Agreement is subject to all Applicable Laws and Regulations. Each Party expressly reserves the right to seek changes in, appeal, or otherwise contest any laws, orders, or regulations of a Governmental Authority.
- 12.2. Amendment
The Parties may amend this Agreement by a written instrument duly executed by both Parties under the process described below, or under article 12.12 of this Agreement.

If the Parties seek to amend this Agreement by a written instrument duly executed by both Parties, this amendment will need to receive Commission approval prior to it being effective. The Area EPS Operator and Interconnection Customer may seek

Commission approval of an amendment to the Interconnection Agreement for use between them for a specific Interconnection Application in the following ways:

- 12.2.1. File a Petition with the Commission, or
- 12.2.2. File a Notice with the Commission of the proposed amendment. The Notice should include a copy of the amendment showing in redline format how the amendment would alter the MN DIA between the Area EPS Operator and Interconnection Customer for the Interconnection Application at issue. If no objection or notice of intent to object is filed within 30 days, then the proposed amendment would be considered to be approved by the Commission. If there is a timely filed objection of notice of intent to object, then the proposed amendment would not be considered to have been approved by the Commission and could only be used if the Commission subsequently issues a written order authorizing its use.
- 12.2.3. Commission approval of an amendment to the Interconnection Agreement is not needed where such an amendment only addresses updating or correcting: 1) information specified in the Interconnection Application; 2) exhibits or attachments to the Interconnection Agreement as long as they are not additional agreements or requirements not covered in the MN DIP or Minnesota Technical Requirements; or 3) information provided in the blank lines to the MN DIA or Uniform Statewide Contract forms.

12.3. No Third-Party Beneficiaries

This Agreement is not intended to and does not create rights, remedies, or benefits of any character whatsoever in favor of any persons, corporations, associations, or entities other than the Parties, and the obligations herein assumed are solely for the use and benefit of the Parties, their successors in interest and where permitted, their assigns.

12.4. Waiver

- 12.4.1. The failure of a Party to this Agreement to insist, on any occasion, upon strict performance of any provision of this Agreement will not be considered a waiver of any obligation, right, or duty of, or imposed upon, such Party.
- 12.4.2. Any waiver at any time by either Party of its rights with respect to this Agreement shall not be deemed a continuing waiver or a waiver with respect to any other failure to comply with any other obligation, right, duty of this Agreement. Termination or default of this Agreement for any reason by Interconnection Customer shall not constitute a waiver of the Interconnection

Customer's legal rights to obtain an interconnection from the Area EPS Operator. Any waiver of this Agreement shall, if requested, be provided in writing.

12.5. Entire Agreement

This Agreement, including all Attachments, constitutes the entire agreement between the Parties with reference to the subject matter hereof, and supersedes all prior and contemporaneous understandings or agreements, oral or written, between the Parties with respect to the subject matter of this Agreement. There are no other agreements, representations, warranties, or covenants which constitute any part of the consideration for, or any condition to, either Party's compliance with its obligations under this Agreement. This Agreement can only be amended or modified in writing signed by both Parties.

12.6. Multiple Counterparts

This Agreement may be executed in two or more counterparts, each of which is deemed an original but all constitute one and the same instrument. Electronic signatures are acceptable if the Area EPS Operator has made such a determination pursuant to MN DIP 1.2.1.1.

12.7. No Partnership

This Agreement shall not be interpreted or construed to create an association, joint venture, agency relationship, or partnership between the Parties or to impose any partnership obligation or partnership liability upon either Party. Neither Party shall have any right, power or authority to enter into any agreement or undertaking for, or act on behalf of, or to act as or be an agent or representative of, or to otherwise bind, the other Party.

12.8. Severability

If any provision or portion of this Agreement shall for any reason be held or adjudged to be invalid or illegal or unenforceable by any court of competent jurisdiction or other Governmental Authority, (1) such portion or provision shall be deemed separate and independent, (2) the Parties shall negotiate in good faith to restore insofar as practicable the benefits to each Party that were affected by such ruling, and (3) the remainder of this Agreement shall remain in full force and effect.

12.9. Security Arrangements

Infrastructure security of electric system equipment and operations and control hardware and software is essential to ensure day-to-day reliability and operational security. All public utilities are expected to meet basic standards for system infrastructure and operational security, including physical, operational, and cyber-security practices.

12.10. Environmental Releases

Each Party shall notify the other Party, first orally and then in writing, of the release of any hazardous substances, any asbestos or lead abatement activities, or any type of remediation activities related to the Distributed Energy Resource or the Interconnection Facilities, each of which may reasonably be expected to affect the other Party. The notifying Party shall (1) provide the notice as soon as practicable, provided such Party makes a good faith effort to provide the notice no later than 24 hours after such Party becomes aware of the occurrence, and (2) promptly furnish to the other Party copies of any publicly available reports filed with any governmental authorities addressing such events.

12.11. Subcontractors

Nothing in this Agreement shall prevent a Party from utilizing the services of any subcontractor as it deems appropriate to perform its obligations under this Agreement; provided, however, that each Party shall require its subcontractors to comply with all applicable terms and conditions of this Agreement in providing such services and each Party shall remain primarily liable to the other Party for the performance of such subcontractor.

12.11.1. The creation of any subcontract relationship shall not relieve the hiring Party of any of its obligations under this Agreement. The hiring Party shall be fully responsible to the other Party for the acts or omissions of any subcontractor the hiring Party hires as if no subcontract had been made; provided, however, that in no event shall the Area EPS Operator be liable for the actions or inactions of the Interconnection Customer or its subcontractors with respect to obligations of the Interconnection Customer under this Agreement. Any applicable obligation imposed by this Agreement upon the hiring Party shall be equally binding upon, and shall be construed as having application to, any subcontractor of such Party.

12.11.2. The obligations under this article will not be limited in any way by any limitation of subcontractor's insurance.

12.12. Inclusion of Area EPS Operator Tariffs and Rules

The interconnection services provided under this Agreement shall at all times be subject to the terms and conditions set forth in the tariff schedules and rules applicable to the electric service provided by the Area EPS Operator, which tariff schedules and rules are hereby incorporated into this Agreement by this reference. Notwithstanding any other provisions of this Agreement, the Area EPS Operator shall have the right to unilaterally file with the Minnesota Public Utilities Commission pursuant to the Commission's rules and regulations, an application for change in

rates, charges, classification, service, tariff, or rule or any agreement relating thereto. The Interconnection Customer shall also have the right to unilaterally file with the Commission, pursuant to the Commission's rules and regulations, an application for change in rates, charges, classification, service, tariff, or rule or any agreement relating thereto. Each Party shall have the right to protest any such filing by the other Party and/or to participate fully in any proceeding before the Commission in which such modifications may be considered, pursuant to the Commission's rules and regulations.

13. Article 13. Notices

13.1. General

Unless otherwise provided in this Agreement, any written notice, demand, or request required or authorized in connection with this Agreement ("Notice") shall be deemed properly given if delivered in person, delivered by recognized national carrier service, or sent by first class mail, postage prepaid, to the person specified below:

If to the Interconnection Customer:

Interconnection Customer: City of Frazee

Attention: Stephanie Poegel

Address: 222 Main Ave West

City: Frazee State: MN Zip: 56544

Phone: (218) 334-4991 Email: cityadmin@frazeecity.com

If to the Area EPS Operator:

Area EPS Operator: Otter Tail Power Company

Attention: Interconnection Coordinator

Address: PO Box 496

City: Fergus Falls State: MN Zip: 56538-0496

Phone: (218) 739-8100 Email: InterConnectionCoordinator@otpc.com

13.2. Billing and Payment

Billings and payments shall be sent to the addresses set out below:

Interconnection Customer: City of Frazee

Attention: Stephanie Poegel

Address: 222 Main Ave West

City: Frazee State: MN Zip: 56544

Phone: (218) 334-4991 Email: cityadmin@frazeecity.com

Area EPS Operator: Otter Tail Power Company
Attention: Interconnection Coordinator
Address: PO Box 496
City: Fergus Falls State: MN Zip: 56538-0496

13.3. Alternative Forms of Notice

Any notice or request required or permitted to be given by either Party to the other and not required by this Agreement to be given in writing may be so given by telephone or e mail to the telephone numbers and e-mail addresses set out below:

If to the Interconnection Customer:

Interconnection Customer: City of Frazee
Attention: Stephanie Poegel
Address: 222 Main Ave West
City: Frazee State: MN Zip: 56544
Phone: (218) 334-4991 Email: cityadmin@frazeecity.com

If to the Area EPS Operator:

Area EPS Operator: Otter Tail Power Company
Attention: Interconnection Coordinator
Address: PO Box 496
City: Fergus Falls State: MN Zip: 56538-0496
Phone: (218) 739-8100 Email: InterConnectionCoordinator@otpc.com

13.4. Designated Operating Representative

The Parties may also designate operating representatives to conduct the communications which may be necessary or convenient for the administration of this Agreement. This person will also serve as the point of contact with respect to operations and maintenance of the Party's facilities.

Interconnection Customer's Operating Representative:

Interconnection Customer: City of Frazee
Attention: Stephanie Poegel
Address: 222 Main Ave West
City: Frazee State: MN Zip: 56544
Phone: (218) 334-4991 Email: cityadmin@frazeecity.com

Area EPS Operator's Operating Representative:
Area EPS Operator: Otter Tail Power Company
Attention: Interconnection Coordinator
Address: PO Box 496
City: Fergus Falls State: MN Zip: 56538-0496
Phone: (218) 739-8100 Email: *InterConnectionCoordinator@otpco.com*

13.5. Changes to the Notice Information

Either Party may change this information by giving five Business Days written notice to the other Party prior to the effective date of the change.

Article 14 - Signatures

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed by their respective duly authorized representatives.

For the Area EPS Operator

Signature: _____
Name: Dylan Stupca
Title: Interconnection Coordinator
Date: _____

For the Interconnection Customer

Signature: _____
Name: Stephanie Poegel
Title: City Administrator
Date: _____

Attachment 1: Glossary of Terms

Affected System – Another Area EPS Operator’s system, or Transmission Owner’s Transmission System, or Transmission System connected generation which may be affected by the proposed interconnection.

Applicant Agent – A person designated in writing by the Interconnection Customer to represent or provide information to the Area EPS on the Interconnection Customer’s behalf throughout the interconnection process.

Area EPS - The electric power distribution system connected at the Point of Common Coupling

Area EPS Operator – An entity that owns, controls, or operates the electric power distribution systems that are used for the provision of electric service in Minnesota.

Business Day – Monday through Friday, excluding Holidays as defined by [Minn. Stat. §645.44, Subd. 5](#). See MN DIP 5.2.1 for more on computation of time.

Certified Equipment - UL 1741 listing is a common form of DER inverter certification. See MN DIP Attachment 4: Certification Codes and Standards and Attachment 5: Certification of Distributed Energy Resource Equipment.

Confidential Information – See MN DIA Article 9.

Distributed Energy Resource (DER) – A source of electric power that is not directly connected to a bulk power system. DER includes both generators and energy storage technologies capable of exporting active power to an EPS. An interconnection system or a supplemental DER device that is necessary for compliance with this standard is part of a DER. For the purpose of the MN DIP and MN DIA, the DER includes the Customer’s Interconnection Facilities but shall not include the Area EPS Operator’s Interconnection Facilities

Distribution System – The Area EPS facilities which are not part of the Local EPS, Transmission System or any generation system.

Distribution Upgrades – The additions, modifications, and upgrades to the Distribution System at or beyond the Point of Common Coupling to facilitate interconnection of the DER and render the distribution service necessary to effect the Interconnection Customer’s connection to the Distribution System. Distribution Upgrades do not include Interconnection Facilities.

Effective Date – Agreement(s) shall become effective upon execution by the Parties.

Electric Power System (EPS) – The facilities that deliver electric power to a load.

Emergency Conditions - a condition or situation: (1) that in the judgment of the Party making the claim is imminently likely to endanger life or property; or (2) that, in the case of the Area EPS Operator, is imminently likely (as determined in a non-discriminatory manner) to cause a material adverse effect on the security of, or damage to the Distribution System, the Area EPS Operator's Interconnection Facilities or the Distribution Systems of others to which the Distribution System is directly connected; or (3) that, in the case of the Interconnection Customer, is imminently likely (as determined in a non-discriminatory manner) to cause a material adverse effect on the security of, or damage to, the Distributed Energy Resource or the Interconnection Customer's Interconnection Facilities.

Fast Track Process – The procedure as described in MN DIP Section 3 for evaluating an Interconnection Application for a Distributed Energy Resource that meets the eligibility requirements of MN DIP section 3.1

Force Majeure Event – An act of God, labor disturbance, act of the 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 an other cause beyond a Party's control. A Force Majeure Event does not include an act of negligence or intentional wrongdoing.

Good Utility Practice – Any of the practices, methods and acts engaged in or approved by a significant portion of the electric industry during the relevant time period, or any of the practices, methods and act which, in the exercise of reasonable judgment in light of the facts known at the time the decision was made, could have been expected to accomplish the desired result at a reasonable cost consistent with good business practices, reliability, safety and expedition. Good Utility Practice is not intended to be limited to the optimum practice, method, or act to the exclusion of all others, but rather to be acceptable practices, methods, or acts generally accepted in the region.

Governmental Authority – Any federal, state, local or other governmental regulatory or administrative agency, court, commission, department, board, or other governmental subdivision, legislature, rulemaking board, tribunal, or other governmental authority having jurisdiction over the Parties, their respective facilities, or the respective services they provide, and exercising or entitled to exercise any administrative, executive, police, or taxing authority or power; provided, however, that such term does not include the Interconnection Customer, the Area EPS Operator, or any Affiliate thereof. The Minnesota Public Utilities Commission is the authority governing interconnection requirements unless otherwise provided for in the Minnesota Technical Requirements.

Interconnection Agreement – The terms and conditions between the Area EPS Operator and Interconnection Customer (Parties). See MN DIP Section 1.1.5 for when the Uniform Statewide Contract or MN DIA applies.

Interconnection Application – The Interconnection Customer’s request to interconnect a new or modified, as described in MN DIP Section 1.6, Distributed Energy Resource. See MN DIP Attachment 2 Simplified Application Form and MN DIP Attachment 3 Interconnection Application Form.

Interconnection Customer – The person or entity, including the Area EPS Operator, whom will be the owner of the DER that proposes to interconnect a DER(s) with the Area EPS Operator’s Distribution System. The Interconnection Customer is responsible for ensuring the Distributed Energy Resource(s) is designed, operated and maintained in compliance with the Minnesota Technical Requirements.

Interconnection Facilities – The Area EPS Operator’s Interconnection Facilities and the Interconnection Customer’s Interconnection Facilities. Collectively, Interconnection Facilities include all facilities and equipment between the Distributed Energy Resource and Customer Interconnection System and the Point of Common Coupling, including any modification, additions or upgrades that are necessary to physically and electrically interconnect the Distributed Energy Resource to the Area EPS Operator’s System. Some examples of Customer Interconnection Facilities include: supplemental DER devices, inverters, and associated wiring and cables up to the Point of DER Connection. Some examples of Area EPS Operator Interconnection Facilities include sole use facilities; such as, line extensions, controls, relays, switches, breakers, transformers and shall not include Distribution Upgrades or Network Upgrades.

Material Modification – A modification to machine data, equipment configuration or to the interconnection site of the DER at any time after receiving notification by the Area EPS Operator of a complete Interconnection Application that has a material impact on the cost, timing, or design of any Interconnection Facilities or Upgrades, or a material impact on the cost, timing or design of any Interconnection Application with a later Queue Position or the safety or reliability of the Area EPS.¹

¹ A Material Modification shall include, but may not be limited to, a modification from the approved Interconnection Application that: (1) changes the physical location of the point of common coupling; such that it is likely to have an impact on technical review; (2) increases the nameplate rating or output characteristics of the Distributed Energy Resource; (3) changes or replaces generating equipment, such as generator(s), inverter(s), transformers, relaying, controls, etc., and substitutes equipment that is not like-kind substitution in certification, size, ratings, impedances, efficiencies or capabilities of the equipment; (4) changes transformer connection(s) or grounding; and/or (5) changes to a certified inverter with different specifications or different inverter control settings or configuration. A Material Modification shall not include a modification from the approved Interconnection Application that: (1) changes the ownership of a Distributed Energy Resource; (2) changes the address of the Distributed Energy Resource, so long as the physical point of common coupling remains the same; (3) changes or replaces generating equipment such as generator(s), inverter(s), solar panel(s), transformers, relaying, controls, etc. and substitutes equipment that is a like-kind substitution in certification, size, ratings, impedances, efficiencies or capabilities of the equipment; and/or (4) increases the DC/AC ratio but does not increase the maximum AC output capability of the Distributed Energy Resource.

MN DIA - The Minnesota Distributed Energy Resource Interconnection Agreement. See MN DIP Section 1.1.5 for when the Uniform Statewide Contract or MN DIA applies.

MN DIP – The Minnesota Distributed Energy Resource Interconnection Process outline the statewide interconnection standards.

MN Technical Requirements – The term including all of the DER technical interconnection requirement documents for the state of Minnesota; including: 1) Attachment 2 Distributed Generation Interconnection Requirements established in the Commission’s September 28, 2004 Order in E-999/CI-01-1023) until superseded and upon Commission approval of updated Minnesota DER Technical Interconnection and Interoperability Requirements in E-999/CI-16-521 (anticipated February 2019.)

Nameplate Rating: nominal voltage (V), current (A), maximum active power (kWac), apparent power (kVA), and reactive power (kvar) at which a DER is capable of sustained operation. For a Local EPS with multiple DER units, the aggregate nameplate rating is equal to the sum of all DERs nameplate rating in the Local EPS, not including aggregate capacity limiting mechanisms such as coincidence factors, plant controller limits, etc. that may be applicable for specific cases. (Aggregate Nameplate Rating). The nameplate ratings referenced in the MN DIP are alternating current nameplate DER ratings See MN DIP Section 5.14 on Capacity of the Distributed Energy Resource.

Network Upgrades – Additions, modifications, and upgrades to the Transmission System required at or beyond the point at which the DER interconnects with the Area EPS Operator’s System to accommodate the interconnection with the DER to the Area EPS Operator’s System. Network Upgrades do not include Distribution Upgrades.

Notice of Dispute – The disputing Party shall provide the other Party this written notice containing the relevant known facts pertaining to the dispute, the specific dispute and the relief sought, and express notice by the disputing Party that it is invoking the procedures under MN DIP 5.3.

Operating Requirements – Any operating and technical requirements that may be applicable due to the Transmission Provider’s technical requirements or Minnesota Technical Requirements, including those set forth in this Agreement.

Party or Parties – The Area EPS Operator and the Interconnection Customer.

Point of Common Coupling (PCC)– The point where the Interconnection Facilities connect with the Area EPS Operator’s Distribution System. See figure 1. Equivalent, in most cases, to “service point” as specified by the Area EPS Operator and described in the National Electrical Code and the National Electrical Safety Code.

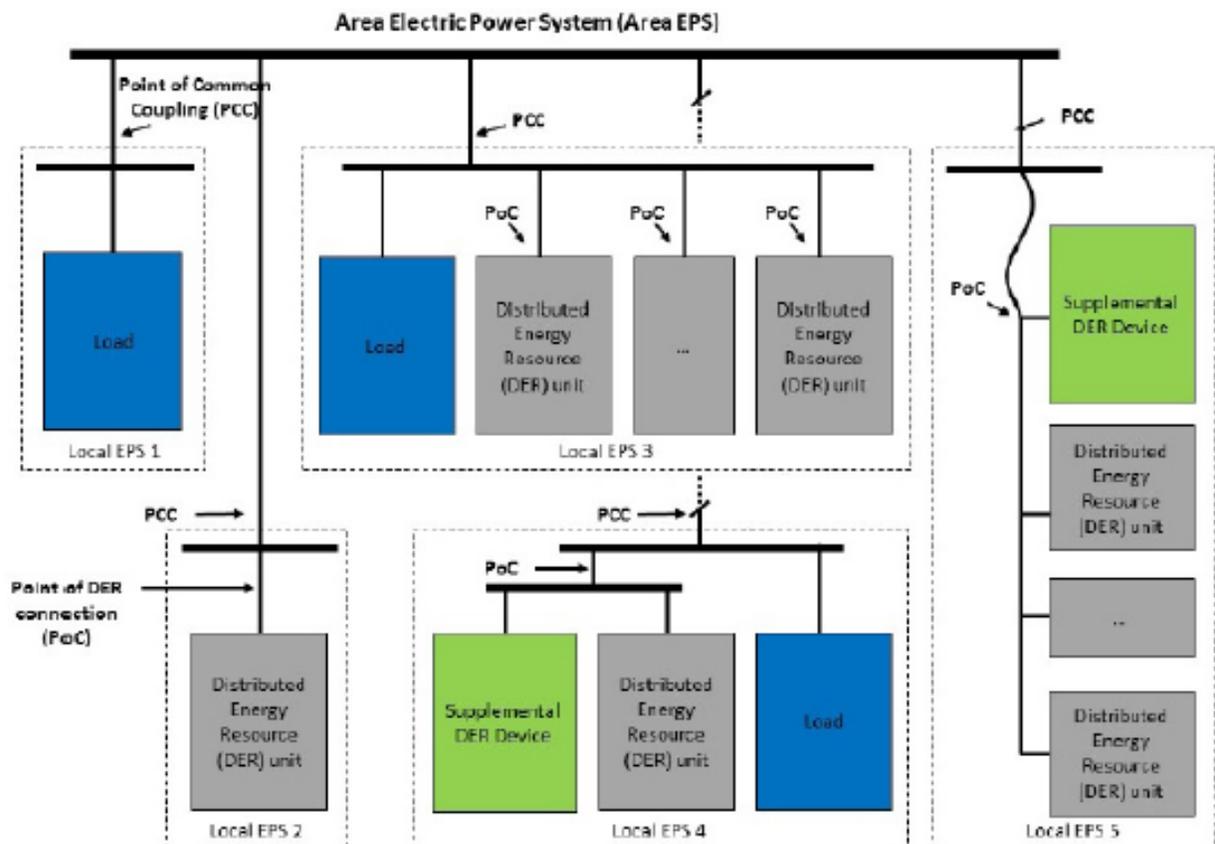


Figure 1: Point of Common Coupling and Point of DER Connection

(Source: IEEE 1547)

Point of DER Connection (PoC) – When identified as the Reference Point of Applicability, the point where an individual DER is electrically connected in a Local EPS and meets the requirements of this standard exclusive of any load present in the respective part of the Local EPS (e.g. terminals of the inverter when no supplemental DER device is required.) For DER Unit(s) that are not self-sufficient to meet the requirements without (a) supplemental DER device(s), the point of DER connection is the point where the requirements of this standard are met by DER in conjunction with (a) supplemental DER device(s) exclusive of any load present in the respective part of the Local EPS.

Queue Position – The order of a valid Interconnection Application, relative to all other pending valid Interconnection Applications, that is established based upon the date- and time- of receipt of the complete Interconnection Application as described in MN DIP sections 1.5.2 and 1.8.

Reasonable Efforts – With respect to an action required to be attempted or taken by a Party under these procedures, efforts that are timely and consistent with Good Utility Practice and are otherwise substantially equivalent to those a Party would use to protect its own interests.

Reference Point of Applicability – The location, either the Point of Common Coupling or the Point of DER Connection, where the interconnection and interoperability performance requirements specified in IEEE 1547 apply. With mutual agreement, the Area EPS Operator and Customer may determine a point between the Point of Common Coupling and Point of DER Connection. See Minnesota DER Technical Interconnection and Interoperability Requirements for more information.

Simplified Process – The procedure for evaluating an Interconnection Application for a certified inverter-based DER no larger than 20 kW that uses the screens described in MN DIP section 3.2. The Simplified process includes simplified procedures. MN DIP Attachment 2 Simplified Application Form includes a brief set of terms and conditions and the option for an Interconnection Agreement described in MN DIP 1.1.5. See MN DIP Section 2 Simplified Process.

Study Process – The procedure for evaluating an Interconnection Application that includes the MN DIP Section 4 scoping meeting, system impact study, and facilities study.

Tariff – The Area EPS Operator’s Tariff filed in compliance with the Minnesota Distributed Energy Resource Interconnection Procedures (MN DIP) and approved by the Minnesota Public Utilities Commission (MPUC or Commission).

Transmission Owner – The entity that owns, leases or otherwise possesses an interest in the portion of the Transmission System relevant to the Interconnection.

Transmission Provider – The entity (or its designated agent) that owns, leases, controls, or operates transmission facilities used for the transmission of electricity. The term Transmission Provider includes the Transmission Owner when the Transmission Owner is separate from the Transmission Provider. The Transmission Provider may include the Independent System Operator or Regional Transmission Operator.

Transmission System – The facilities owned, leased, controlled or operated by the Transmission Provider or the Transmission Owner that are used to provide transmission service. See the Commission’s July 26, 2000 Order Adopting Boundary Guidelines for Distinguishing Transmission from Generation and Distribution Assets in Docket No. E-999/CI-99/1261.

Uniform Statewide Contract – State of Minnesota’s standard, uniform contract that must be applied to all qualifying new and existing interconnections between a utility and DER having capacity less than 40 kilowatts if interconnecting with a cooperative or municipal utility and 1,000 kilowatts if interconnecting with a public utility. ([Minn. Rules 7835.9910](#))

Upgrades – The required additions and modifications to the Area EPS Operator’s Transmission or Distribution System at or beyond the Point of Interconnection. Upgrades may be Network Upgrades or Distribution Upgrades. Upgrades do not include Interconnection Facilities.

Attachment 2: Description and Costs of the Distributed Energy Resource, Interconnection Facilities, and Metering Equipment

Equipment, including the Distributed Energy Resource, Interconnection Facilities, and metering equipment shall be itemized and identified as being owned by the Interconnection Customer or the Area EPS Operator. The Area EPS Operator will provide a good faith estimate itemized cost, including administrative overheads, of its Interconnection Facilities and metering equipment, and a good faith estimate itemized cost of the annual operation and maintenance expenses associated with its Interconnection Facilities and metering equipment. The Area EPS shall inform the Interconnection Customer of the option to either pay the metering costs upfront or through a monthly metering fee and provide the customer a copy of the tariff with the metering fee pursuant to MN DIP 5.4.

Account Number: 1071005

Distributed Energy Resource Information *			
Phase configuration of Distributed Energy Resource(s): <input checked="" type="checkbox"/> Single-Phase <input type="checkbox"/> Three-Phase			
DER Type (Check all that apply and list aggregate capacity of each type):			
<input checked="" type="checkbox"/> Solar Photovoltaics	Size (kW AC): 40	<input type="checkbox"/> Wind	Size (kW AC):
<input type="checkbox"/> Storage	Size (kW AC):	<input type="checkbox"/> Diesel	Size (kW AC):
<input type="checkbox"/> Natural Gas	Size (kW AC):	<input type="checkbox"/> Fuel Oil	Size (kW AC):
<input type="checkbox"/> Hydro Type	Size (kW AC):	<input type="checkbox"/> Other	Size (kW AC):
Please specify other:			

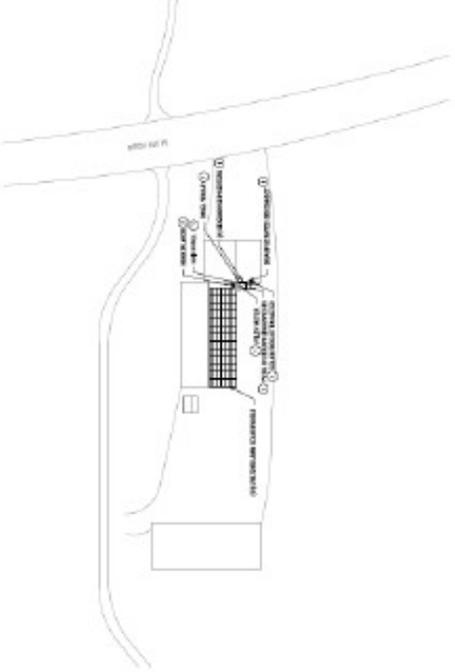
Due to the interconnection of this 40 kVA solar array, the existing overhead service transformer required an upgrade to accommodate this interconnection request. The Cost and Timing estimates to perform this transformer upgrade work comes to \$3,088.00 and Q1 2026, respectively.

- This is also outlined below in Attachment 4: Milestones -

NOTES:

1. ALL INFORMATION IS BASED ON THE INFORMATION PROVIDED BY THE CLIENT AND IS SUBJECT TO CHANGE WITHOUT NOTICE.
2. THE DESIGNER SHALL NOT BE RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION PROVIDED BY THE CLIENT.
3. THE DESIGNER SHALL NOT BE RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION PROVIDED BY THE CLIENT.
4. THE DESIGNER SHALL NOT BE RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION PROVIDED BY THE CLIENT.







ELECTRICAL SITE PLAN
APRIL 2024



AERIAL MAP
APRIL 2024

PROJECT INFORMATION

CITY OF FARGO
SOLAR PV
INSTALLATION

CITY: FARGO

COUNTY: HOLEN SOLAR

PROJECT NO.: 25-212

DATE: 04/11/24

DESIGNER: JSC

CLIENT: CITY OF FARGO

PROJECT: SOLAR PV INSTALLATION

PROJECT NO.: 25-212

DATE: 04/11/24

DESIGNER: JSC

CLIENT: CITY OF FARGO

PROJECT: SOLAR PV INSTALLATION

E1.0

Attachment 4: Milestones

The Milestone in line (1) below may be a calendar date. All other dates in this Attachment 4 may be number of Business Days from the calendar date in line (1) or from the completion of a different Milestone described in a specified line number. Similarly, the anticipated In-Service Date may be based on the number of Business Days from the completion of a specified line number.

In-Service Date: See tables below.

Critical milestones and responsibility as agreed to by the Parties:

Milestone/Anticipated Date

Table 1 - Interconnection Customer Milestones

1	Sign Agreements	TBD
2	Provide \$3,088 security in the form of cash	At the execution of this agreement
3	Provide Certificate of Completion	After Table 2 Milestone 1
4	Perform testing	After Table 1, Milestone 2 & in coordination with Table 2, Milestone 2
5	Provide URP-AS .csv file	After both Table 1, Milestone 3 & Table 2, Milestone 2

Table 2 - Area EPS Milestones

Milestone	Description	Date
1	Sign Agreements (Effective Date)	Day 0
2	Start engineering, procurement, and construction of the replacement transformer	Upon completion of Table 1, Milestone 2
3	Complete the installation of the replacement transformer	Q1 2026 after Table 1, Milestone 2 & Table 2, Milestone 1
4	Install metering	Within 5 Business days of Table 1 Milestone 4
5	Provide Permission to Operate (DIP 5.6.6)	Within 3 days of a successful Table 1 Milestone 5

Agreed to by:

For the Area EPS Operator _____ Date _____

For the Transmission Owner (If Applicable) N/A Date _____

For the Interconnection Customer _____ Date _____

Attachment 5: Additional Operating and Maintenance Requirements for the Area EPS Operator's Distribution System and Affected Systems Needed to Support the Interconnection Customer's Needs

The Area EPS Operator shall also provide requirements that must be met by the Interconnection Customer prior to initiating parallel operation with the Area EPS Operator's Distribution System. Additional operating and maintenance requirements for an Affected System needed to support the Interconnection Customer's needs may be addressed in a separate agreement as described in Article 5.3.

The applicant shall operate its equipment within the guidelines of the TIIR and the TSM unless otherwise agreed to upon in The Operating Agreement and any special requirements set forth by executed agreements with Otter Tail Power. Where there is conflict or inconsistency with the terms the agreement(s), the terms in the agreement(s) shall apply.

Otter Tail Power reserves the right to open the intertie circuit breaker or disconnect device for any of the following reasons, but not limited to:

- Performance of maintenance work on the Area EPS.
- System emergency.
- Inspection of the Interconnection Customer's equipment and protective equipment reveals a hazardous condition.
- Failure of the applicant to provide maintenance and testing reports when required.
- Interconnection Customer's equipment interferes with other customers or with the operation of the Area EPS.
- Interconnection Customer has modified the equipment or protective devices without the knowledge or approval of the Area EPS.
- Operation of any unapproved interconnection equipment.
- Personnel safety is threatened.

The failure of Area EPS to open the intertie circuit breaker or disconnect device shall not serve to relieve the applicant of any liability for injury, death or damage attributable to the negligence of the applicant.

The Interconnection Customer shall notify the Transmission Provide if the Area ESP and Interconnection Customer agree to any setting changes.

Attachment 6: Area EPS Operator's Description of Distribution and Network Upgrades and Good Faith Estimates of Upgrade Costs

The Area EPS Operator shall describe Distribution and Network Upgrades and provide an itemized good faith estimate of the costs, including administrative overheads, of the Upgrades and annual operation and maintenance expenses associated with such Upgrades. The Area EPS Operator shall functionalize Upgrade costs and annual expenses as either transmission or distribution related. Additional Distribution or Network Upgrades required for an Affected System may be addressed in a separate agreement as described in Article 5.3.

This interconnection is contingent on the following interconnections proceeding. If any of these interconnections do not proceed, the Area EPS will determine if a restudy is required.

The following Network Upgrades and Affected System have been assumed to be in-service. If any of these Network Upgrades or Affected Systems change or not completed, the Area EPS will determine if a restudy is required.

MISO Facilities that need to be upgraded include:

N/A

Affected System Upgrades include:

N/A

Attachment 7: Assignment of Minnesota Distributed Energy Resource Interconnection Agreement (MN DIA)

This is an Assignment of Interconnection Agreement (“Assignment”).

There is an Interconnection Agreement, including any and all Attachments thereto including any and all amendments (“Agreement”) by and between Otter Tail Power Company (“Area EPS Operator”), having its principal office and place of business located at 215 South Cascade Street, Fergus Falls, Minnesota, 56538-0496, and [insert name of current party to the Interconnection Agreement] (“Assignor”), originally signed by the Area EPS Operator on [insert date of signature to Interconnection Agreement by Area EPS Operator] for a Distributed Energy Resource (DER) with a Nameplate Rating of ____ kW (AC) located at [insert address].

The Assignor intends to convey its interest in the above-referenced DER to [insert name of new purchaser of the service address shown in Interconnection Application and in one line diagram attached to Agreement] (“Assignee”), and the Assignor intends to assign the Agreement to the Assignee.

Upon the execution of this Assignment by the Assignor, Assignee and the Area EPS Operator, agree as follows:

1. **Capitalized Terms.** Capitalized terms used but not defined herein shall have the meanings set forth in the Agreement.
2. **Consent to Assignment.** The Assignor hereby irrevocably assigns the Agreement in all respects to the Assignee and the Assignee accepts the assignment thereof in all respects.
3. **Amendment to Agreement.** The Area EPS Operator consents to this assignment and, as assigned, the Agreement is hereby amended so that wherever the name of the Assignor is used therein it shall mean the Assignee. It is further agreed that all terms and conditions of the Agreement, as amended by this Assignment, shall remain in full force and effect.
4. **Payments by Area EPS Operator.** Any and all payments made by Area EPS Operator under the Agreement to either the Assignor or the Assignee shall be deemed to have been made to both and shall discharge the Area EPS Operator from any further liability with regard to said payment.
5. **Financial Obligations of Assignor and Assignee.** Any and all financial liability, including but not limited to amounts due, from the Interconnection Customer to the Area EPS Operator, occurring or accruing under the Agreement on or before the date of the signature of the Area EPS Operator to this Assignment shall be deemed to be the obligation of both the Assignor and Assignee, and the Area EPS Operator may recover any such amounts jointly and severally from the Assignor and Assignee.

6. **Contact information.** The following information updates and replaces the designated information as set forth on page 3 of the Agreement, and in Articles 13.1, 13.2, 13.3, and 13.4 of the Agreement.

Page 3	Interconnection Customer: _____ Attention: _____ Address: _____ City: _____ State: _____ Zip: _____ Phone: _____ Email: _____
Article 13.1 General	Interconnection Customer: _____ Attention: _____ Address: _____ City: _____ State: _____ Zip: _____ Phone: _____ Email: _____
Article 13.2 Billing and Payment	Interconnection Customer: _____ Attention: _____ Address: _____ City: _____ State: _____ Zip: _____
Article 13.3 Alternative Forms of Notice	Interconnection Customer: _____ Attention: _____ Address: _____ City: _____ State: _____ Zip: _____ Phone: _____ Email: _____
Article 13.4 Designated Operating Representative	Interconnection Customer's Operating Representative: Interconnection Customer: _____ Attention: _____ Address: _____ City: _____ State: _____ Zip: _____ Phone: _____ Email: _____

7. **Signatures.** Facsimile or electronic signatures, or signatures to this Assignment sent electronically, shall have the same effect as original signatures. Photocopies, or electronically stored versions of this Assignment, shall have the same validity as the original.

The Area EPS Operator, Assignor, and Assignee have executed this Assignment as of the dates as set forth below.

Assignor *(include name of legal entity)*

Signature: _____

Name: _____

Title: _____

Date: _____

Area EPS Operator *(include name of legal entity)*

Signature: _____

Name: _____

Title: _____

Date: _____

Assignee *(include name of legal entity)*

Signature: _____

Name: _____

Title: _____

Date: _____



**M-RETS OPERATING SYSTEM
TERMS OF USE SCHEDULE A**

Generator Owner’s Designation of Responsible Party

The undersigned on behalf of the Generator Owner, City of Frazee, represents to M-RETS, Inc. (“M-RETS”) that:

1. I/we am/are the Generator Owner who holds legal title to the Generating Unit(s) designated below.
2. I/we the Generator Owner hereby designate OTTER TAIL POWER COMPANY as the Responsible Party with respect to the Generating Unit(s) listed below. The designation made hereunder expires on NOTICE.
3. I/we the Generator Owner further represents that I/we have not granted similar authority or permission to any other Subscriber or Account Holder for use in the M-RETS System or any similar system.

Capitalized terms not otherwise defined herein shall have the meanings assigned to them in the M-RETS Operating System Terms of Use and M-RETS Operating Procedures.

Generating Unit Name and Address [Generating Unit Size/System Size]	ID or EIA Plant Code and Generator Identifier (as applicable)	Meter ID
513 Birch Ave West Frazee, MN 56544 Solar – 40 kW	N/A	

RESPONSIBLE PARTY

Name: Randy Synstelien
 Title: Manager, Renewable Development
 Company Name: Otter Tail Power Company
 Address: 215 South Cascade Street
 Address 2: Fergus Falls, MN 56537
 Date: _____
 Signature: _____

GENERATOR OWNER’

Name: Stephanie Poegel
 Title: City Administrator
 Company Name: City of Frazee,
 Stephanie Poegel
 Address: 222 Main Ave West
 Address 2: Frazee, MN 56544
 Date: _____
 Signature: _____



Directions for Generator Owner's Consent

All information on this Generator Owner's Consent must be typed or neatly printed in blue or black ink as follows:

1. Fill in the Generator Owner's full legal name, i.e. ABC Domestic Energy Company, Inc.
2. Fill in the Account Holder's full legal name, i.e. ABC Domestic Energy Company, Inc.
3. If Generator Owner is a corporation, partnership or other legal entity, this Consent must be executed by a company officer of the Generator Owner. If Generator Owner is an individual, this Consent must be executed by the individual.
4. Scan completed document to PDF and upload it to the Generator Registration in the Account's Asset Management Module

New Business

ORDINANCE 182 – AMENDING TITLE 10, CHAPTER 4, SECTION 9 (SERVICE COMMERCIAL (C-2) DISTRICT)

**CITY OF FRAZEE, MINNESOTA
ORDINANCE NO. 182**

**AN ORDINANCE OF THE CITY OF FRAZEE, MINNESOTA
AMENDING TITLE 10, CHAPTER 4, SECTION 9 (SERVICE COMMERCIAL (C-2) DISTRICT)**

10-4-9: SERVICE COMMERCIAL (C-2) DISTRICT:

A. Purpose: The Service Commercial (C-2) District is established to provide suitable areas for a broad range of retail and service businesses which are adjacent to residential areas and maintain traditional aesthetic characteristics.

B. Permitted Uses: The following are permitted uses in the Service Commercial (C-2) District:

1. Non-Residential Uses:

a. Animal-Related Services:

- (1) Pet stores (no overnight care, no outside pens); and
- (2) Veterinary clinics and hospitals (no overnight care, no outside pens).

b. Entertainment And Recreational Activities:

- (1) Galleries;
- (2) Physical fitness centers/spas;
- (3) Performing art/dance studios; and
- (4) Theaters.

c. Personal Services:

- (1) Barber/beauty shops/salons;
- (2) Chiropractic clinics;
- (3) Drug/pharmaceuticals services;
- (4) Dry cleaning services;
- (5) Health clubs;
- (6) Mortuaries/funeral homes;
- (7) Laundromats;
- (8) Sewing/tailor services; and

(9) Shoe repair/sales.

d. Professional Services And Commercial Offices:

(1) Accounting services;

(2) Architecture/design services;

(3) Contracting services;

(4) Dental/hygienic services;

(5) Electrical/heating/air conditioning/masonry/refrigeration/roofing services;

(6) Engineering services;

(7) Gunsmiths;

(8) Locksmiths;

(9) Medical clinics/laboratories;

(10) Plumbing/heating/electrical shops/sales;

(11) Real estate services;

(12) Travel agencies; and

(13) Upholstery shops.

e. General Retail:

(1) Antique/boutique stores;

(2) Apparel/clothing stores;

(3) Art, photography, and similar fine art schools, studios, and galleries;

(4) Art supply stores;

(5) Automobile parts supply stores;

(6) Bicycle sales and repair;

(7) Bookstores;

(8) Business machine and office supply stores;

(9) Cafe/coffeehouses;

(10) Candy, ice cream, and confectionary stores;

(11) Caterer and retail bakeries;

- (12) Department/discount stores;
 - (13) Florists;
 - (14) Furniture, carpeting, and home furnishing stores;
 - (15) Gift store/novelty stores;
 - (16) Hardware stores;
 - (17) Health food/products stores;
 - (18) Hobby stores;
 - (19) Hunting goods/firearms (with other merchandise sales) stores;
 - (20) Medical appliance sales and fittings;
 - (21) Music/record stores (including instruments);
 - (22) Nursery/landscape/garden centers;
 - (23) Painting and decorating stores;
 - (24) Photo studio and camera equipment sales;
 - (25) Sporting goods stores;
 - (26) Toy/game stores;
 - (27) Variety stores; and
 - (28) Video/game rentals and sales.
- f. Food And Beverage Services:
- (1) Delicatessen/prepared food sales; and
 - (2) Fruit and vegetable stores.
- g. Other:
- (1) Essential services and related structures.
- l. Public, Institutional, And Civic Uses:
- a. Libraries;
 - b. Parks and other public open green spaces; and
 - c. Public recreational facilities, such as swimming pools and tennis courts.

C. Accessory Uses: The following are permitted accessory structures and uses in the Service Commercial (C-2) District; accessory structures and uses are further regulated in chapter 10-5 of this title:

EFFECTIVE DATE:

This ordinance shall become effective following its passage and publication of the Ordinance or a summary of the Ordinance as provided by law.

Passed by the City Council of Frazee, Becker County, Minnesota this 28th day of January 2026

Michael Sharp, Mayor

Attested:

Stephanie Poegel, Administrator

Location and date of publishing: _____

CITY OF FRAZEE, MINNESOTA

ORDINANCE 182

SUMMARY OF

AN ORDINANCE OF THE CITY OF FRAZEE, MINNESOTA

**AN ORDINANCE OF THE CITY OF FRAZEE, MINNESOTA
AMENDING TITLE 10, CHAPTER 4, SECTION 9 (SERVICE COMMERCIAL (C-2) DISTRICT)**

The following is the official summary of Ordinance No. 182 approved and adopted by the City Council of the City of Frazee, Minnesota on the 28th day of January, 2026.

This ordinance is to amend the Frazee City Code to add “Automobile parts supply stores;” as a permitted use within the C-2 Service Commercial District.

A complete copy of this Ordinance 182 is available for inspection at the office of the City of Frazee, Minnesota

Approved by the City Council of Frazee, Becker County, Minnesota this 28th day of January, 2026.

By: _____
Michael Sharp, Mayor

Attested:

Stephanie Poegel, Administrator

New Business

ORDINANCE 183 – CREATING “R-4 LARGE LOT RESIDENTIAL DISTRICT”

CITY OF FRAZEE, MINNESOTA

ORDINANCE 183

AN ORDINANCE OF THE CITY OF FRAZEE, MINNESOTA

AMENDING TITLE 10 OF THE FRAZE CITY CODE CREATING “R-4 - LARGE LOT RESIDENTIAL DISTRICT”

- A. Purpose: The Large Lot Residential District is intended to establish an area of residential uses consisting of single-family dwellings and directly related complimentary uses. District regulations are designed to maintain low density residential uses and restrict incompatible development.
- B. Permitted Uses: The following are permitted uses:
1. All permitted uses in the Single And Two-Family Residential (R-1) District.
- C. Conditional Uses: The following uses may be permitted:
1. All permitted uses in the Single And Two-Family Residential (R-1) District.
- D. Accessory Uses: The following are permitted accessory uses:
1. All permitted uses in the Single And Two-Family Residential (R-1) District.
- E. Interim Uses:
1. All permitted uses in the Single And Two-Family Residential (R-1) District.
- F. Lot And Setback Requirements:
1. Minimum Lot Size:
 - a. A lot area of not less than 15,000 square feet is required.
 - b. A lot shall have a minimum width of 100 feet at the front yard setback line and a minimum depth of 150 feet.
 2. Setback Requirements:
 - a. Front yards:
 - (1) For all buildings and structures, a front yard of not less than 45 feet is required; except where adjacent structures have front yard setback requirements different from those required in the R-4

zone, the front yard minimum setback shall be the average of the adjacent structures. If there is only one adjacent structure, the front yard minimum setback shall be the average of the above required setback and that of the adjacent structure.]

b. Side yards:

- (1) Principal Structures: Ten feet (10'), except on corner lots, which shall not be less than twelve feet (12') on the side abutting the street.

Accessory Structures: Five feet (5') minimum

- (2) Where a lot is located at the intersection of two or more streets, the width of the yard along the side street shall not be less than ten feet for all buildings and structures.

c. Rear yards:

- (1) Principal Structures: Twenty-five feet (25').
- (2) Accessory Structures: Five feet (5') minimum

3. Maximum Building Heights:

a. Building Height:

- (1) Principal Structures: Thirty-five feet (35').
- (2) Accessory Structures: One (1) Story, not exceeding twelve feet (12') in sidewall height, as measured from the bottom of the sill plate to the top of the sill plate, and a maximum total height of twenty feet (20').

4. Maximum Lot Coverage: The total sum of all impervious surfaces shall not exceed thirty percent (30%) of the lot area.

5. Minimum Structural Requirements: The following shall be the minimum structural requirements for all dwellings in the Single and Two-Family Residential (R-1) District:

- a. Minimum Width, Length, and Area: The minimum width shall be twenty-four feet (24') over at least seventy-five percent (75%) of the length. The minimum length shall be thirty feet (30'). The minimum total square footage shall be seven hundred (700) square feet. The foregoing dimensions shall not take into account overhangs or other projections.

- b. Foundations: Except for manufactured homes with an approved anchoring system as described in subpart 5-c, all dwellings shall be placed on a permanent perimeter foundation of concrete, masonry, or treated wood construction, and shall include frost footings in compliance with the Minnesota State Building Code.
 - c. Manufactured Homes: Manufactured homes, as defined in this title, may be located in the Large Lot Residential (R-4) District provided that they comply with all other provisions of this section, as amended, and provided further, that they are constructed in accordance with Minnesota Statutes, sections 327.31 to 327.35, as they may be amended from time to time. All manufactured homes located within the City must be secured by an approved anchoring system, as defined by the manufactured home building code (Minnesota Rules chapter 1350). Mobile homes, as defined in this title, shall be prohibited within the City. Existing mobile homes may remain as a nonconforming use.
6. Minimum Exterior Requirements: The exterior wall surfaces of all structures in the Large Lot Residential (R-4) District, excluding accessory structures of two hundred (200) square feet or less, shall be of the following materials or combination of materials: wood, log, brick, stone, stucco, glass, maintenance free vinyl or steel, concrete panels, decorative block, or other material, as approved by the Planning Commission. The use of the following exterior wall materials are prohibited for all structures in the Large Lot Residential (R-4) District: plain concrete block (whether painted or unpainted), canvas, and plastic or vinyl sheeting.

G. Effective Date:

- 1. This ordinance shall become effective following its passage and publication of the Ordinance or a summary of the Ordinance as provided by law.

Passed by the City Council of Frazee, Becker County, Minnesota this 28th day of January 2026.

Michael Sharp, Mayor

Attested:

Stephanie Poegel, Administrator

CITY OF FRAZEE, MINNESOTA

ORDINANCE 183

SUMMARY OF

AN ORDINANCE OF THE CITY OF FRAZEE, MINNESOTA

AMENDING TITLE 10 OF THE FRAZE CITY CODE CREATING "R-4 - LARGE LOT RESIDENTIAL DISTRICT"

The following is the official summary of Ordinance No. 183 approved and adopted by the City Council of the City of Frazee, Minnesota on the 28th day of January, 2026.

- A. Purpose:
- B. Permitted Uses:
- C. Conditional Uses:
- D. Accessory Uses:
- E. Interim Uses:
- F. Lot And Setback Requirements:
- G. Effective Date:

A complete copy of this Ordinance 183 is available for inspection at the office of the City of Frazee, Minnesota

Approved by the City Council of Frazee, Becker County, Minnesota this 28th day of January, 2026.

By: _____
Michael Sharp, Mayor

Attested:

Stephanie Poegel, Administrator

New Business

COST SHARE AGREEMENT – WANNIGAN REGIONAL PARK BOARDING TREE PLANTING

PERCENT BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization: Becker SWCD	Contract Number: SHD-25-03	Amendment <input type="checkbox"/> Board Meeting Date(s):	Canceled <input type="checkbox"/> Board Meeting Date(s):
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*If contract amended, attach amendment form(s) to this contract.

Applicant

Land Occupier Name City of Frazee 218-334-4991 Steph	Address P.O. Box 387	City/State Frazee, MN	Zip Code 56544
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* If a group contract, this must be filed and signed by the group spokesperson as designated in the group agreement and the group agreement attached to this form.

Conservation Practice Location

Township Name: Burlington	Township No: 138	Range No.: 40	Section No. 26	1/4,1/4 NE
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Contract Information

I (we), the undersigned, do hereby request assistance to help defray the cost of installing the following practice(s) listed on the second page of this contract. It is understood that:

- The land occupier is responsible for full establishment, operation, and maintenance of practice(s) applied under this program to ensure that the conservation objectives are met and the effective life, a minimum of 10 years, is achieved. The specific operation and maintenance requirements for the conservation practice(s) listed are described in the Operation and Maintenance Plan prepared for this contract by the technical assistance provider.
- Should the land occupier fail to maintain the practice(s) during the effective life, the land occupier is liable to the organization for up to 150% of the amount of financial assistance received to install and establish the practice(s) unless the failure was caused by reasons beyond the land occupier's control, or if conservation practices are applied at the land occupier's expense that provide equivalent protection of the soil and water resources.
- If title to this land is transferred to another party before expiration of the aforementioned effective life, it shall be the responsibility of the landowner who signed this contract to advise the new owner that this contract is in force and to notify other parties to the contract of the transfer.
- Practice(s) must be planned and installed in accordance with technical standards and specifications of the:

USDA/NRCS-FOTG

- Increases in the practice(s) units or cost must be approved by the organization through amendment of this contract as a condition to increase the financial assistance payments.
- This contract, when approved by the organization, will remain in effect unless canceled or amended by mutual agreement. If the practice(s) covered by this contract have not been installed by 12/1/2026, this contract will be automatically terminated on that date.
- Items of cost for which reimbursement is claimed are to be supported by invoices/receipts for payments and will be verified by the organization as practical and reasonable. The invoices/receipts must include: the name of the vendor; the materials, labor or equipment used; the component unit costs; and the date(s) the work was performed. The organization has the authority to make adjustments to the costs submitted for reimbursement. Reimbursement requests must also be supported by a completed Percent Based Voucher Form.

Applicant Signatures

The land occupier's signature indicates agreement to:

- Grant the organization's representative(s) access to the parcel(s) where the conservation practice(s) will be located.
- Have all required legal land rights, including but not limited to: access and authority to both construct and maintain the conservation practice(s) agreed upon in this contract for the effective life of the practice(s).
- Obtain any permits required in conjunction with the installation and establishment of the practice(s) prior to starting construction of the practice(s).
- Be responsible for the operation and maintenance of conservation practice(s) applied under this program in accordance with an Operation and Maintenance Plan prepared by the technical assistance provider.

5. Not accept financial assistance funds, from state sources in excess of 75 percent, or state and non-state sources that when combined are in excess of 75 percent of the total cost to establish the conservation practice(s).
6. Provide copies of all forms and contracts pertinent to any other state or non-state programs that are contributing funds toward this project.

Date	Land Occupier
Date	Landowner, if different from applicant
	Address, if different from applicant information:

Conservation Practice

The primary practice for which assistance is requested is: **380-Windbreak Est.**

Practice standard(s) or eligible component(s) 380-Windbreak Est.	Total Project Cost Estimate \$9,000.00
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Technical Assessment and Cost Estimate

I have the appropriate technical expertise and have reviewed the site where the above-listed practice(s) will be installed and deem the practice(s) needed and that the estimated quantities and costs are practical and reasonable.

Date	Technical Assistance Provider
------	-------------------------------

Amount Authorized for Financial Assistance

The organization has authorized the following for financial assistance, total not to exceed 75 percent of the total cost to establish the conservation practice.

Approval Date	Authorized Signature	Total Amount Authorized \$6,750.00
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FRAZEE COMMUNITY DEVELOPMENT CORPORATION (FCDC)

CONFLICT OF INTEREST POLICY

Effective Date: Dec 9 2025

Approved By: Board of Directors

Review Cycle: Annual

Applies To: All Board Members, Officers, Committee Members, and Key Employees

1. Purpose

The purpose of this Conflict of Interest Policy is to protect the integrity, transparency, and accountability of the Frazee Community Development Corporation (FCDC) by ensuring that all decisions and actions are made solely in the best interests of the organization and the community it serves.

This policy is intended to comply with the Minnesota Nonprofit Corporation Act (Minn. Stat. §317A) and the IRS requirements for tax-exempt organizations under Section 501(c)(3).

2. Definition of Conflict of Interest

A *conflict of interest* arises when a board member, officer, or key employee's personal interests—or those of an immediate family member—may compromise or appear to compromise their objectivity or loyalty to FCDC.

A conflict may be **actual, potential, or perceived**, and may involve:

- Financial interests (direct or indirect) in a business or transaction with FCDC.
- Personal relationships that may influence judgment or decisions.
- Use of confidential or inside information for personal gain.
- Opportunities that could benefit a board member personally rather than FCDC.

3. Examples of Conflicts of Interest

Conflicts may include, but are not limited to:

- A board member's company bidding on an FCDC contract.
- A relative of a board member being hired or paid for services.
- Accepting gifts or favors from organizations doing business with FCDC.
- Using FCDC resources for personal or outside business purposes.

4. Duty to Disclose

All covered individuals must **promptly and fully disclose** any actual or potential conflict of interest to the Board of Directors.

Disclosures should be made:

- **Annually** through the Conflict of Interest Disclosure Form (see below).
- **As they arise**, when new situations or relationships occur that could present a conflict.

5. Procedures for Addressing a Conflict of Interest

1. The individual with a potential conflict shall disclose the matter to the Board Chair (or Vice Chair if the Chair is involved).
2. The Board (excluding the individual with the conflict) shall determine whether a conflict exists after full disclosure of material facts.
3. The individual shall **recuse themselves** from any discussion or vote on the matter.

4. The Board may, if appropriate, investigate alternatives to the proposed transaction or arrangement.
5. If the Board determines that the transaction is in the best interest of FCDC and fair and reasonable, it may approve the transaction by majority vote.

All actions taken must be documented in the official meeting minutes.

6. Records of Proceedings

The minutes of the Board and committees shall contain:

- The name of the person disclosing the conflict.
 - The nature of the conflict.
 - The actions taken to determine whether a conflict existed.
 - The decision of the Board regarding approval or disapproval.
 - Any abstentions from voting.
-

7. Compensation

A voting member of the Board who receives compensation from FCDC for services is precluded from voting on matters related to their own compensation.

8. Violations of the Policy

If the Board determines that a member has failed to disclose a conflict of interest, it may take appropriate disciplinary or corrective action, which may include removal from the Board in accordance with the Bylaws.

9. Annual Disclosure and Certification

Each board member, officer, committee member, and key employee shall:

- Sign an annual statement affirming that they:
 1. Have received and read this Conflict of Interest Policy,
 2. Understand and agree to comply with it, and
 3. Have disclosed all potential conflicts of interest.
-

10. Policy Review

This policy shall be reviewed annually by the Governance Committee and approved by the full Board of Directors.

FRAZEE COMMUNITY DEVELOPMENT CORPORATION

ANNUAL CONFLICT OF INTEREST DISCLOSURE FORM

Name: _____

Position/Role: _____

Date: _____

1. I have received, read, and understand the FCDC Conflict of Interest Policy.
2. I agree to comply fully with this policy and to disclose any real or potential conflicts of interest.
3. To the best of my knowledge, (check one):
 - I have no conflicts of interest to disclose.

- o I have the following potential or actual conflicts to disclose:

Signature: _____

Date: _____

New Business

POLICE CALLS – 2025 REVIEW

Police Calls 2025

<u>Agency</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Audubon PD	76	780	1409	1162 (1002 Traffic)
Callaway PD	508	574	491	284
Lake Park PD	446	364	401	454
Frazeo PD	1156	1331	1199	1313
Detroit Lakes PD	8916	9253	9736	10,041
Becker County S.O.	9596	11,710	10,826	12,643

1313/365 = 3.59 calls per day for Frazee Police Department. This does not include calls made by BSCO when there are not any Frazee Officers on duty.

Becker County SO is attached to 285 calls for service in the City of Frazee. We are very appreciative of the coverage and assistance they provide when we are working and when we are not on duty.

2025 Frazee PD calls received/responded to....

911 Hang Up	19	Abduction/Kidnapping	1
Alarm Related	21	Animal Related	77
Assault	7	Assist	48
Assist Other Agency	28	Attempt to Locate (ATL)	3
Burglary	5	Crimes Against Family	20
City Ordinance Violation	67	Civil Complaint	27
Court Order Violation	4	Civil Process	8
Death	2	Disorderly Conduct	7
Disturbance	25	Domestic	29

Drug Related	3	Extra Patrol Request	8
Fire Calls	22	Fireworks	3
Fraud	17	Funeral Escort	1
Harassment	11	Haz Mat	3
Information Only	103	Juvenile Misc.	51
Liquor Violation	0	Medical	103
Mental Health Call	4	Missing/Lost Person	5
Motor Vehicle Crash	32	RR/Train Related	3
Motor Vehicle Theft	3	Noise Complaint	9
Overdose	3	Officer Detail	21
Parking Complaint	38	Offender Registration	2
Lost/Found Property	34	Property Damage	14
Pursuit	2	Robbery	1
Runaway	3	Sexual Conduct	3
Shoplifting	0	Snowmobile Related	0
Shots Fired Call	2	Suicide Related	10
Suspicious Activity	92	Theft	26
Threats	17	Trespass	11
Traffic Complaint	65	Traffic Stop	129
Vandalism	6	Motorist Assist	19
Vehicle Unlock	25	Recovered Vehicle	1
Warrant Arrest	5	Warrant Attempt	5
Search Warrant	0	Weapon Violation	1
Welfare Check	50	Vehicle Off Road	8

Here is the breakdown of Calls For Service for the Frazee Police Department. The variety of calls that you read about each week are tallied for 2025. Most of these calls are self-explanatory, but I will explain a few so you won't be scratching your heads wondering what these calls are about. Court Order Violations deal with Harassment Restraining Orders (HRO), Orders for Protection (OFP) and Domestic Abuse No Contact Order (DANCO). All of these orders are signed by a judge barring one person from having contact with another or others. The difference between the three is the severity of the issue between the two parties. HRO's are usually for someone bothering a neighbor or family member for example. Usually non-violent and involving some people not getting along. An OFP is signed when there is more of a threat to one of the parties. This can be a result from abuse in the past or present where the two parties need to be kept apart from each other for safety reasons. A DANCO is put into place when there has been a recent investigation, and one person is charged with a crime. The judge signs this order to protect the victims of a crime. These court order violations only go one way. The petitioner files with the court and the paper is served to the respondent. The respondent will have to file their own HRO if they feel they are being harassed.

Crimes Against Families is another number for the Frazee PD. These calls usually involve children's welfare and also the welfare of adults, mostly those listed as vulnerable adults. Frazee PD works very closely with Becker County Human Services (Child Protection) on these cases. All of the cases are cross reported with Human Services and we assist on home visits and initiate a criminal investigation when needed.

Civil Complaints can involve people not getting along and disputing the custody of their children, or people who share property and can't decide who gets what in a breakup. Most times the officer does not make a decision as to who gets what, as this is a civil matter not a criminal. If the issue cannot be handled civilly, they need to take matters in front of a judge and let the courts decide.

Officer Detail is sort of a miscellaneous call group with things varying from gas drive-offs to giving someone a ride home to having to break into someone's home because they left their keys inside.

Welfare Checks are basically checking up on people that someone either hasn't heard from in some time or dealing with someone that isn't in their right place according to the caller. These calls can lead to helping someone who is lost, someone who is having a mental crisis, or even finding a deceased person. Some of these calls can be very basic while some can be very unpredictable.

Suspicious Activity calls can be very basic but can be very dangerous too. A report of a vehicle at a park can just be two young people "talking in the backseat". It can also be a person with a felony warrant who does not want to go back to prison and has several weapons with them. One never knows what the call is going to be when it comes out.

I have described a few of the calls in more detail that we handle on a weekly basis. If you have any questions about the calls please feel free to email me at tyler.trieglaff@frazeecity.com

Addendum

ADDITIONAL CLAIMS



CITY OF FRAZEE Payments

01/28/26 12:28 PM
Page 1

Current Period: January 2026

Payments Batch 01282026GEN2		\$22,470.07	
Refer	0 LAKE REGION ELECTRIC COOPER		
Cash Payment	E 602-49450-381 Electric Utilities	Electric Utilities - 51534 Cty Hwy 10	\$1,477.22
Invoice	JAN26LREC 1/7/2026		
Cash Payment	E 100-43160-381 Electric Utilities	Electric Utilities - Red Willow	\$106.20
Invoice	JAN26LREC 1/7/2026		
Cash Payment	E 100-45200-381 Electric Utilities	Electric Utilities - Eagle Lake	\$23.80
Invoice	JAN26LREC 1/7/2026		
Cash Payment	E 100-46200-381 Electric Utilities	Electric Utilities - Joint Powers	\$25.34
Invoice	JAN26LREC 1/7/2026		
Cash Payment	E 651-46500-381 Electric Utilities	Electric Utilities - Cnty 10 Hwy Sign	\$57.83
Invoice	JAN26LREC 1/7/2026		
Cash Payment	E 202-45000-381 Electric Utilities	Electric Utilities - Wannigan	\$47.93
Invoice	JAN26LREC 1/7/2026		
Transaction Date	1/7/2026	Main Checking 10100	Total \$1,738.12
Refer	0 MN CHIEFS OF POLICE ASSOCIATI		
Cash Payment	E 100-42110-433 Dues and Subscriptions	Dues and Subscriptions - Voting Dues	\$270.00
Invoice	22124 1/1/2026		
Transaction Date	1/26/2026	Main Checking 10100	Total \$270.00
Refer	0 ST. CLOUD STATE UNIVERSITY		
Cash Payment	E 100-42110-331 Travel/Training Expense	Travel/Training Expenses CLS ID:57789	\$535.00
Invoice	337900-12473 1/22/2026		
Transaction Date	1/26/2026	Main Checking 10100	Total \$535.00
Refer	0 L&M FLEET SUPPLY		
Cash Payment	E 602-49450-401 Repairs/Maint Buildings	Repairs/Maint Buildings	\$9.99
Invoice	S10619417 12/5/2025		
Cash Payment	E 100-43100-210 Operating Supplies (GE	Operating Supplies (GENERAL)	\$41.98
Invoice	S10619417 12/5/2025		
Transaction Date	1/26/2026	Main Checking 10100	Total \$51.97
Refer	0 SWANSONS REPAIR INC		
Cash Payment	E 100-43100-407 Repairs/Maint Equipmen	Repairs/Maint Equipment	\$221.87
Invoice	4343 1/14/2026		
Transaction Date	1/26/2026	Main Checking 10100	Total \$221.87
Refer	0 AUTO VALUE - DETROIT LAKES		
Cash Payment	E 100-43100-407 Repairs/Maint Equipmen	Repairs/Maint Equipment	\$70.99
Invoice	53642040 1/14/2026		
Transaction Date	1/26/2026	Main Checking 10100	Total \$70.99
Refer	0 COLONIAL LIFE & ACCIDENT INS C		
Cash Payment	G 601-21709 Aflac/Colonial Life	Colonial Life	\$63.24
Invoice	FEB26CL 1/13/2026		
Transaction Date	1/27/2026	Main Checking 10100	Total \$63.24
Refer	0 TASC LLC	Ck# 000465E 1/26/2026	
Cash Payment	E 100-41400-433 Dues and Subscriptions	Dues and Subscriptions	\$41.19
Invoice	IN3666916 1/26/2026		
Transaction Date	1/26/2026	Main Checking 10100	Total \$41.19



CITY OF FRAZEE

01/28/26 12:28 PM
Page 2

Payments

Current Period: January 2026

Refer	0 TASC LLC		Ck# 000486E 1/26/2026		
Cash Payment	E 100-41400-433	Dues and Subscriptions	Dues and Subscriptions		\$29.16
Invoice	IN3888640	1/26/2026			
Transaction Date	1/26/2026	Main Checking	10100	Total	\$29.16
Refer	0 FRAZEE-VERGAS PUBLIC SCHOO				
Cash Payment	E 100-45500-410	Rentals (GENERAL)	Rentals (GENERAL) - Library ISD#23		\$825.00
Invoice	DEC25FVPS	1/21/2026			
Transaction Date	1/21/2026	Main Checking	10100	Total	\$825.00
Refer	0 FRAZEE-VERGAS FORUM				
Cash Payment	E 100-41110-351	Legal Notices Publishing	Legal Notices Publishing - C2 & R1 1/13/2026		\$86.24
Invoice	37837	1/20/2026			
Transaction Date	1/20/2026	Main Checking	10100	Total	\$86.24
Refer	0 MN PUBLIC FACILITIES AUTHORIT				
Cash Payment	E 602-49450-611	Bond Interest	Bond Interest - JAN 2026		\$382.50
Invoice	22472	1/27/2026			
Cash Payment	E 602-49450-611	Bond Interest	Bond Interest - JAN 2026		\$5,430.11
Invoice	22472	1/27/2026			
Cash Payment	E 602-49450-611	Bond Interest	Bond Interest - JAN 2026		\$2,354.60
Invoice	22472	1/27/2026			
Cash Payment	E 601-49400-611	Bond Interest	Bond Interest - JAN 2026		\$840.00
Invoice	22472	1/27/2026			
Cash Payment	E 601-49400-611	Bond Interest	Bond Interest - JAN 2026		\$5,375.00
Invoice	22472	1/27/2026			
Cash Payment	E 601-49400-611	Bond Interest	Bond Interest - JAN 2026		\$1,460.73
Invoice	22472	1/27/2026			
Cash Payment	E 601-49400-611	Bond Interest	Bond Interest - JAN 2026		\$790.25
Invoice	22472	1/27/2026			
Transaction Date	1/27/2026	Main Checking	10100	Total	\$16,633.19
Refer	0 FRAZEE ELECTRIC, INC				
Cash Payment	E 100-43160-401	Repairs/Maint Buildings	Replace Lamp in Green Pole By Clinic		\$285.73
Invoice	14199	1/19/2026			
Cash Payment	E 421-46500-502	Construction - New/Repl	Mama's Pizza & Scoops Breaker Replacement		\$192.63
Invoice	14160	1/8/2026			
Transaction Date	1/27/2026	Main Checking	10100	Total	\$478.36
Refer	0 MET LIFE INSURANCE COMPANY				
Cash Payment	G 100-21706	Insurance Payable	Insurance Payable		\$354.67
Invoice	FEB26ML	1/16/2026			
Cash Payment	G 601-21706	Insurance Payable	Insurance Payable		\$33.19
Invoice	FEB26ML	1/16/2026			
Cash Payment	G 602-21706	Insurance Payable	Insurance Payable		\$68.04
Invoice	FEB26ML	1/16/2026			
Transaction Date	1/27/2026	Main Checking	10100	Total	\$455.90
Refer	0 DURR UNIVERSAL INC				
Cash Payment	E 602-49450-220	Repair/Maint Supply (GE	Repair/Maint Supply (GENERAL) - AIR Filter Panel Qty 8		\$939.60
Invoice	124059	1/21/2026			
Transaction Date	1/28/2026	Main Checking	10100	Total	\$939.60



Payments

Current Period: January 2026

Refer	0 MN DEPT OF HEALTH		-		
Cash Payment	G 100-21712	Garishment Payable	Remit ID 0014815090 - PP 2026 - 01		\$15.22
Invoice	JAN26MNCS	1/28/2026			
Cash Payment	G 100-21712	Garishment Payable	Remit ID 0014815090 - PP 2026 - 02		\$15.22
Invoice	JAN26MNCS	1/28/2026			
Transaction Date	1/28/2026	Main Checking	10100	Total	\$30.44

Fund Summary

	10100 Main Checking	
100 GENERAL FUND	\$2,947.21	
202 WANNIGAN REGIONAL PARK	\$47.93	
421 CAP PROJ - DTI	\$192.63	
601 WATER FUND	\$8,562.41	
602 SEWER FUND	\$10,662.06	
651 ECONOMIC DEVELOPMENT AUTHORITY	\$57.83	
	<u>\$22,470.07</u>	

Pre-Written Checks	\$70.35
Checks to be Generated by the Computer	\$22,399.72
Total	\$22,470.07

Change to Liquor Payments from the initial bills:

Refer	0 VESTIS		-		
Cash Payment	E 609-49751-211	Cleaning Supplies	Cleaning Supplies		\$34.59
Invoice	2520715734	1/15/2026			
Cash Payment	E 609-49750-211	Cleaning Supplies	Cleanint Supplies		\$34.60
Invoice	2520715734	1/15/2026			
Transaction Date	1/28/2026	Liquor Store	10101	Total	\$69.19



Payments

Current Period: January 2026

Payments Batch 01282026LSEC2 \$7,761.30

Refer	0 LINCOLN NATIONAL LIFE INS CO			-
Cash Payment	G 609-21705	Short-Long Term-Acc-Dth-D	Short-Long Term-Acc-Dth-Dsmbr	\$53.11
Invoice	JAN26LLIC	1/9/2026		
Transaction Date	1/9/2026	Liquor Store	10101	Total \$53.11
Refer	0 PHILLIPS WINE & SPIRITS			-
Cash Payment	E 609-49750-440	Fuel/Delivery Surcharge	Fuel/Delivery Surcharge Fees	\$8.00
Invoice	5113436	1/21/2026		
Cash Payment	E 609-49750-251	Liquor For Resale	Liquor For Resale	\$577.10
Invoice	5113436	1/21/2026		
Cash Payment	E 609-49750-253	Wine For Resale	Wine For Resale	\$108.00
Invoice	5116638	1/27/2026		
Cash Payment	E 609-49750-440	Fuel/Delivery Surcharge	Fuel/Delivery Surcharge Fees	\$8.00
Invoice	5116638	1/27/2026		
Cash Payment	E 609-49750-251	Liquor For Resale	Liquor For Resale	\$443.75
Invoice	5116638	1/27/2026		
Transaction Date	1/21/2026	Liquor Store	10101	Total \$1,144.85
Refer	0 JOHNSON BROTHERS LIQUOR CO			-
Cash Payment	E 609-49750-253	Wine For Resale	Wine For Resale	\$56.00
Invoice	2972845	1/21/2026		
Cash Payment	E 609-49751-251	Liquor For Resale	Liquor For Resale	\$445.38
Invoice	2972845	1/21/2026		
Cash Payment	E 609-49750-253	Wine For Resale	Wine For Resale	\$300.00
Invoice	2972845	1/21/2026		
Cash Payment	E 609-49751-251	Liquor For Resale	Liquor For Resale	\$20.00
Invoice	2972845	1/21/2026		
Cash Payment	E 609-49750-253	Wine For Resale	Wine For Resale	\$136.00
Invoice	2977132	1/27/2026		
Cash Payment	E 609-49750-251	Liquor For Resale	Liquor For Resale	\$405.00
Invoice	2977132	1/27/2026		
Cash Payment	E 609-49750-440	Fuel/Delivery Surcharge	Fuel/Delivery Surcharge Fees	\$8.00
Invoice	2977132	1/27/2026		
Transaction Date	1/21/2026	Liquor Store	10101	Total \$1,370.38
Refer	0 BREAKTHRU BEVERAGE			-
Cash Payment	E 609-49750-440	Fuel/Delivery Surcharge	Fuel/Delivery Surcharge Fees	\$22.36
Invoice	125286385	1/21/2026		
Cash Payment	E 609-49750-251	Liquor For Resale	Liquor For Resale	\$957.39
Invoice	125286385	1/21/2026		
Cash Payment	E 609-49750-251	Liquor For Resale	Liquor For Resale - CREDIT	-\$65.00
Invoice	413909625B	8/28/2025		
Cash Payment	E 609-49750-440	Fuel/Delivery Surcharge	Fuel/Delivery Surcharge Fees - CREDIT	-\$1.85
Invoice	413909625B	8/28/2025		
Transaction Date	1/21/2026	Liquor Store	10101	Total \$912.90
Refer	0 GIOVANNIS FROZEN PIZZA			-
Cash Payment	E 609-49751-260	Pizza for Resale	Pizza for Resale	\$153.85
Invoice	0301212603	1/21/2026		
Transaction Date	1/26/2026	Liquor Store	10101	Total \$153.85



Payments

Current Period: January 2026

Refer 0 D-S BEVERAGES, INC				
Cash Payment	E 609-49751-252	Beer For Resale	Beer For Resale	\$74.10
Invoice	941139	1/21/2026		
Cash Payment	E 609-49750-252	Beer For Resale	Beer For Resale	\$258.25
Invoice	941139	1/21/2026		
Transaction Date	1/26/2026	Liquor Store	10101	Total \$332.35
Refer 0 BEVERAGE WHOLESALERS, INC				
Cash Payment	E 609-49750-252	Beer For Resale	Beer For Resale	\$898.45
Invoice	418987	1/15/2026		
Transaction Date	1/26/2026	Liquor Store	10101	Total \$898.45
Refer 0 MATT BACHMANN				
Cash Payment	E 609-49751-314	Cont/Pro Serv - Entertai	Cont/Pro Serv - Entertainment - DJ	\$200.00
Invoice	FEB26MB	1/26/2026		
Transaction Date	1/26/2026	Liquor Store	10101	Total \$200.00
Refer 0 MET LIFE INSURANCE COMPANY				
Cash Payment	G 609-21706	Insurance Payable	Insurance Payable	\$33.19
Invoice	FEB26MLB	1/16/2026		
Transaction Date	1/27/2026	Liquor Store	10101	Total \$33.19
Refer 0 LAKES COUNTRY SERVICE COOP				
Cash Payment	E 609-49750-324	Technology/Computer E	Technology/Computer Expenses	\$181.34
Invoice	101943B	9/3/2025		
Cash Payment	E 609-49751-324	Technology/Computer E	Technology/Computer Expenses	\$181.34
Invoice	101943B	9/3/2025		
Cash Payment	E 610-49752-324	Technology/Computer E	Technology/Computer Expenses	\$362.66
Invoice	101943B	9/3/2025		
Transaction Date	1/27/2026	Liquor Store	10101	Total \$725.34
Refer 0 BERGSETH BROS				
Cash Payment	E 609-49750-252	Beer For Resale	Beer For Resale	\$1,553.60
Invoice	496818	1/22/2026		
Cash Payment	E 609-49750-252	Beer For Resale	Beer For Resale	\$44.00
Invoice	496817	1/22/2026		
Cash Payment	E 609-49750-252	Beer For Resale	Beer For Resale - SWAP	-\$44.00
Invoice	496817	1/22/2026		
Transaction Date	1/28/2026	Liquor Store	10101	Total \$1,553.60
Refer 0 ND CHILD SUPPORT				
Cash Payment	G 609-21712	Garishment Payable	Remit ID 102107 - PP 2026 - 01	\$191.64
Invoice	JANNDCS	1/28/2026		
Cash Payment	G 609-21712	Garishment Payable	Remit ID 102107 - PP 2026 - 02	\$191.64
Invoice	JANNDCS	1/28/2026		
Transaction Date	1/28/2026	Liquor Store	10101	Total \$383.28



Payments

Current Period: January 2026

Fund Summary

609 MUNICIPAL LIQUOR FUND	10101 Liquor Store	\$7,398.64
610 EVENT CENTER FUND		\$362.68
		<u>\$7,761.30</u>

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$7,761.30
Total	<u>\$7,761.30</u>

Addendum

EVENT CENTER CHAIRS

Hi Everyone-

The chair project is going well. He originally ordered for 100 chairs so that's how many he is currently working on. They are easy to take off and put back on. After visiting with him and looking at all the chairs, there are about 300 total chairs (counting the 100 he has already, so 200 more) that have a little knick or flaw on the cushion. I was not expecting to do the ones that just had a little tear, so I thought we could get by with 150. However, after it was stated that we wanted to do every chair that had even a little rip, I feel it would be a good idea to just update every chair. I did ask if there was something (similar to a matching tape) that could prolong more damage to the already small tears. He stated there really wasn't a good option for a "bandaid". The new seats look amazing. I guess my question is....can we do them all? I did ask if we could do little by little and he stated that he is very busy starting in March. I didn't want to wait until the meeting that department heads attend in case this is an option.

Thank you.

Jolene



Interpreting Results of Compliance Tests

Your jurisdiction is required to pass four tests to be in compliance with pay equity law. For more information about compliance tests, refer to the [Guide to Understanding Pay Equity Compliance](#).

- 1. Completeness and Accuracy Test** - Report is submitted on time, data is correct, and required information has been provided
- 2. Statistical or Alternative Test**- Compares salary data to determine if female classes are paid consistently below male classes of comparable work value (job points). The Minnesota Pay Equity Management System will generate results applying the Statistical Analysis Test. Underpayment ratio results of 80 and above are passing. In some cases, the Alternative Analysis is required and consists of a manual review of the data. Refer to the following page to determine which test applies to your report.
- 3. Salary Range Test** - Compares the average number of years required for female classes to move through a salary range consisting of a time-phased step progression to the average number of years required for male classes. Results of 0 or 80 and above are passing scores. (Test does not apply if years to achieve maximum salary are not defined or if salary ranges are not defined).
- 4. Exceptional Service Pay Test** - Compares the percentage of female classes receiving longevity or performance pay to the percentage of male classes receiving longevity or performance pay. In noting exceptional service pay, recipients must exceed the maximum salary reported. Results of 0 or 80 and above are passing scores. (Test does not apply if exceptional service pay is not available in your jurisdiction).

Compliance Determination Questionnaire

Answer the questions below to interpret results of a jurisdiction's compliance report.

Please note that MMB will make all final compliance determinations, this should be used for informational review purposes only.

1. Is the underpayment ratio at or above 80%?
 - A. Yes- Compliance (Go to question 4)
 - B. No- Are there 6 or more male classes and at least one class with a salary range?
 - I. YES- Move on to [T-test](#) and then go to question 2.
 - II. NO- Use alternative analysis test; go to question 3.

2. Is the value of T and degrees of freedom within range according to the t-test table?
 - A. Yes- Compliance (Go to question 4)
 - B. No- Out of compliance (Go to question 4, please note that even if the other tests listed in questions 4 and 5 have passing scores the jurisdiction may still be out of compliance)

3. Alternative Analysis Test - If the answer is yes to any of the statements below, the jurisdiction may be out of compliance, even if the other tests listed in questions 4 and 5 have passing scores.
 - *Is there a female job class with more points and less pay than a male class and the difference cannot be explained by years of service?*

 - *Is there a female job class with the same points as a male class and less pay and the difference cannot be explained by years of service?*

 - *Is there a female job class between 2 male classes and the female job class receives less pay than either male class and the difference cannot be explained by years of service?*

 - *Is there a female class rated lower than all male classes and pay is not reasonably proportionate to points as other classes and the difference cannot be explained by years of service?*
 - I. Did you answer yes to any of the questions above?
 - A. NO- Compliance, go to question 4
 - B. Yes- Jurisdiction may be out of compliance (Go to question 4, please note that even if the other tests listed in questions 4 and 5 have passing scores the jurisdiction may still be out of compliance)

4. Is the salary range test 0%, or at or above 80%?

A. Yes- Compliance (Go to question 5)

B. No- Out of compliance (Go to question 5, Jurisdiction may be out of compliance with pay equity law, even if there is a passing score on a test from a previous question)

5. Is the exceptional service pay test 0%, or at or above 80%?

A. Yes- Compliance (End)

B. No- Out of compliance (Jurisdiction might be out of compliance with pay equity law, even if there is a passing score on a test from a previous question)

T-Test

1. Locate Degrees of Freedom on the Compliance Report.

Compliance Report

Jurisdiction: Stageville Theater First Step to Broadway! Report Year: 2014
 215 Broadway Case: 2 - 2014 Data (In Compliance)

Stageville MN 55155

Contact: P. E. Coord Phone: (651) 259-3623 E-Mail: pay.equity@state.mn.us

II. STATISTICAL ANALYSIS TEST

A. Underpayment Ratio = 100.00 %

	Male Classes	Female Classes
a. # At or above Predicted Pay	5	3
b. # Below Predicted Pay	3	1
c. TOTAL	8	4
d. % Below Predicted Pay (b divided by c = d)	37.50	25.00

*(R result is % of male classes below predicted pay divided by % of female classes below predicted pay.)

B. T-test Results

Degrees of Freedom (DF) = 16 Value of T = -3.848

a. Avg. diff. in pay from predicted pay for male jobs = \$2
 b. Avg. diff. in pay from predicted pay for female jobs = \$111

2. Cross-reference the T-Test Table to determine the Value of t .If the Value of T on the compliance report is less than or equal to the Value of t on the T-Test Table, the report passes the statistical analysis test, provided there are at least six male classes and one salary range.

DF	Value of t	DF	Value of t	DF	Value of t
1	6.314	12	1.782	23	1.714
2	2.920	13	1.771	24	1.711
3	2.353	14	1.761	25	1.708
4	2.132	15	1.753	26	1.706
5	2.015	16	1.746	27	1.703
6	1.943	17	1.740	28	1.701
7	1.895	18	1.734	29	1.699
8	1.860	19	1.729	30	1.697
9	1.833	20	1.725	40	1.684
10	1.812	21	1.721	60	1.671
11	1.796	22	1.717	120	1.658
				Infinity	1.645

Compliance Report

Jurisdiction: Frazee
 222 Main Avenue West

 P.O. Box 387
 Frazee, MN 56544

Report Year: 2026
 Case: 1 - 2026 DATA (Private (Jur Only))

Contact: Stephanie Poegel

Phone: (218) 334-4991

E-Mail: cityadmin@frazeecity.com

The statistical analysis, salary range and exceptional service pay test results are shown below. Part I is general information from your pay equity report data. Parts II, III and IV give you the test results. For more detail on each test, refer to the Guide to Pay Equity Compliance and Computer Reports.

I. GENERAL JOB CLASS INFORMATION

	Male Classes	Female Classes	Balanced Classes	All Job Classes
# Job Classes	6	8	0	14
# Employees	7	15	0	22
Avg. Max Monthly Pay per employee	6284.14	4359.33		4971.77

II. STATISTICAL ANALYSIS TEST

A. Underpayment Ratio = 88.88889 *

	Male Classes	Female Classes
a. # At or above Predicted Pay	2	2
b. # Below Predicted Pay	4	6
c. TOTAL	6	8
d. % Below Predicted Pay (b divided by c = d)	66.67	75.00

*(Result is % of male classes below predicted pay divided by % of female classes below predicted pay.)

B. T-test Results

Degrees of Freedom (DF) = 20	Value of T = 2.962
------------------------------	--------------------

a. Avg. diff. in pay from predicted pay for male jobs = -84

b. Avg. diff. in pay from predicted pay for female jobs = -549

III. SALARY RANGE TEST = 100.00 (Result is A divided by B)

A. Avg. # of years to max salary for male jobs = 10.00

B. Avg. # of years to max salary for female jobs = 10.00

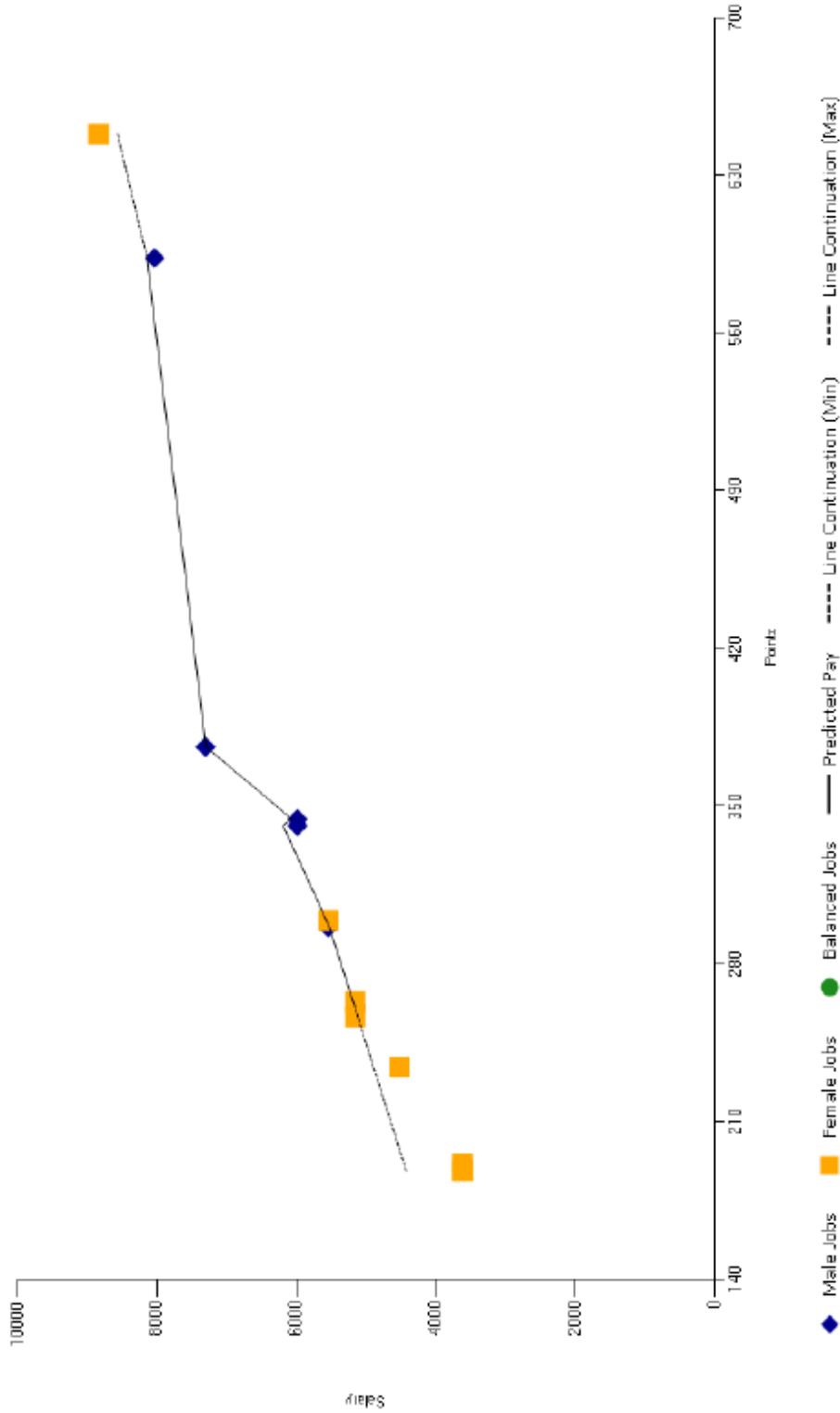
IV. EXCEPTIONAL SERVICE PAY TEST = 0.00 (Result is B divided by A)

A. % of male classes receiving ESP = 33.33 *

B. % of female classes receiving ESP = 0.00

*(If 20% or less, test result will be 0.00)

Predicted Pay Report for: Frazee
Case: 2026 DATA





Predicted Pay Report for: Frazee Case: 2026 DATA

Job Nbr	Job Title	Nbr Males	Nbr Females	Non-Binary	Total Nbr	Job Type	Job Points	Max Mo Salary	Predicted Pay	Pay Difference
3	Bartender - Retail Clerk	1	3		4	Female	188	3617.8800	4428.3898	-810.5098
18	Event Center Bartender	1	4		5	Female	188	3617.8800	4428.3898	-810.5098
19	Janitor	0	1		1	Female	191	3617.8800	4458.6745	-840.7945
15	Administrative Assistant	0	1		1	Female	234	4522.3400	4894.3089	-371.9689
12	Event Center Manager	0	1		1	Female	256	5155.4700	5117.0182	38.4518
14	Public Works Operator	1	0		1	Male	261	5155.4700	5167.5704	-12.1004
4	Deputy Clerk	0	1		1	Female	263	5155.4700	5187.8379	-32.3679
11	Public Works Assistant	1	0		1	Male	296	5542.1300	5525.4623	16.6677
8	Liquor Store Manager	0	1		1	Female	299	5542.1300	5552.6525	-10.5225
6	Police Officer	2	0		2	Male	341	5985.5000	6189.3258	-203.8258
16	Community Development Coordina	1	0		1	Male	344	5985.5000	6064.4539	-78.9539
7	Public Works Superintendent	1	0		1	Male	376	7302.3100	7295.5618	6.7482
9	Police Chief	1	0		1	Male	593	8032.5500	8143.4285	-110.8785
10	City Administrator	0	1		1	Female	648	8835.8000	8564.6096	271.1904

Job Number Count: 14



Job Class Data Entry Verification List

Case: 2026 DATA

Frazee

LGID: 1185

Job Nbr	Class Title	Nbr		Non-Binary	Class Type	Jobs Points	Min Mo Salary	Max Mo Salary	Yrs to Max Salary	Yrs of Service	Exceptional Service Pay
		Males	Females								
3	Bartender - Retail Clerk	1	3		F	188	2772.80	3617.88	10.00	0.00	
18	Event Center Bartender	1	4		F	188	2772.80	3617.88	10.00	0.00	
19	Janitor	0	1		F	191	2772.80	3617.88	10.00	0.00	
15	Administrative Assistant	0	1		F	234	3466.00	4522.34	10.00	0.00	
12	Event Center Manger	0	1		F	256	3951.24	5155.47	10.00	0.00	
14	Public Works Operator	1	0		M	261	3951.24	5155.47	10.00	0.00	
4	Deputy Clerk	0	1		F	263	3951.24	5155.47	10.00	0.00	
11	Public Works Assistant	1	0		M	296	4247.58	5542.13	10.00	0.00	
8	Liquor Store Manager	0	1		F	299	4247.58	5542.13	10.00	0.00	
6	Police Officer	2	0		M	341	4587.39	5985.50	10.00	0.00	
16	Community Development Coordina	1	0		M	344	4587.39	5985.50	10.00	0.00	
7	Public Works Superintendent	1	0		M	376	5596.62	7302.31	10.00	0.00	Longevity
9	Police Chief	1	0		M	593	6156.28	8032.55	10.00	0.00	Longevity
10	City Administrator	0	1		F	648	6771.90	8835.80	10.00	0.00	

Job Number Count: 14

Pay Equity Implementation Report

Part A: Jurisdiction Identification

Jurisdiction: Frazee
222 Main Avenue West
P.O. Box 387
Frazee, MN 56544

Jurisdiction Type: City

Contact: Stephanie Poegel

Phone: (218) 334-4991

E-Mail: cityadmin@frazeecity.com

Part B: Official Verification

1. The job evaluation system used measured skill, effort responsibility and working conditions and the same system was used for all classes of employees.

The system was used: Consultant

Description:

The city is now using the JET system from DDA which is in widespread use across the State

2. Health Insurance benefits for male and female classes of comparable value have been evaluated and:

There is no difference and female classes are not at a disadvantage.

3. An official notice has been posted at:

Frazee City Hall

(prominent location)

informing employees that the Pay Equity Implementation Report has been filed and is available to employees upon request. A copy of the notice has been sent to each exclusive representative, if any, and also to the public library.

The report was approved by:

Frazee City Council

(governing body)

Mike Sharp

(chief elected official)

Mayor

(title)

Part C: Total Payroll

\$817859.57

is the annual payroll for the calendar year just ended December 31.

- [] Checking this box indicates the following:

- signature of chief elected official
- approval by governing body
- all information is complete and accurate, and
- all employees over which the jurisdiction has final budgetary authority are included

Date Submitted: 1/28/2026