

**Lanesboro Public Utilities  
Regular Meeting, City Council Chambers  
Tuesday, January 17, 2017 5:30 p.m.**

Commissioners Present: Tom Dybing, Theresa Coleman, and Char Brown

Absent: None

Staff Present: Jim Peterson, Jerod Wagner and Michele Peterson

Visitors: Don Bell

**Call to Order:** Commissioner Dybing called the meeting to order at 5:30 p.m.

**A. Agenda:** Commissioner Coleman motioned to approve the agenda as presented. Commissioner Brown seconded the motion. Motion carried all in favor.

**B. Consent Agenda:** Commissioner Brown moved to approve the Consent Agenda:

- Minutes of the Regular Meeting, December 20<sup>th</sup>, 2016
- Accounts Payable

Commissioner Coleman seconded the motion. Motion carried all in favor.

**C. Staff Update:** Jerod Wagner noted that Energy Star was working on the mapping for the electric upgrade. The business circuit is mapped out, also showing only one pole that would be in need of replacement. Energy Star is currently working on mapping the Hill circuit. Discussion was had regarding the old equipment and how it will be disposed of. Also discussed was who would receive the credit, whom would be responsible for any testing, and who would receive any salvage amounts. Discussion will be continued on this item. Wagner also noted that the UMMEG contract with Dairyland is still being worked on; there was some confusion over specific requirements for Lanesboro. UMMEG is trying to update the contract so that it is the same for all members. Also discussed was the sewer back-up at 806 Auburn Avenue South. A buried manhole was uncovered, there was some sand and tree roots found in the line. Some of the sand was known to be from the Water Treatment Facility, due to it being black in color. The claim is currently being worked through with LMCIT. Jim Peterson also noted that the Hydro generated approximately 1,150,000 Kw in 2016, which he believes is a record year. Commissioner Dybing inquired regarding the status of the Dam funding with the Legislature. Administrator Peterson noted that Representative Davids had increased the request to \$4.8 million.

**Regular Business**

**A. Commission Chair:** Commissioner Coleman motioned to appoint Commissioner Dybing as the Chair. Commissioner Brown seconded the motion. Motion carried all in favor.

**B. Smith Schafer Audit Contract:** Commissioner Coleman motioned to approve the contract with Smith Schafer for the 2016 Audit. Commissioner Brown seconded the motion. Discussion was then had regarding the possibility of a three year contract. As well it was questioned if the City Council had approved their contract yet. It was noted that as initial pre-audit work had already began, City Council would most likely move forward with the contract. Motion carried all in favor.

**C. Tri-County Electric Rate Schedule:** Commissioner Dybing motioned to approve the rate schedule from Tri-County electric for 2017. Commissioner Coleman seconded the motion. Motion carried all in favor.

- D. Small Cell Equipment Requests:** Administrator Peterson provided an overview of the two requests for placement of equipment, one from Mobilite and one from Verizon Wireless. Commissioner Brown motioned to table the discussion until after Planning & Zoning have had a chance to review the request. Commissioner Coleman seconded the motion. Motion carried all in favor.
- E. Service Rebate Policy:** Administrator Peterson provided the Commission with details regarding Conservation Improvement Funds. It was recommended that Peterson check with Michelle Vrieze of CEDA as well as SEMCAC for disbursement of low income funds. Peterson also asked the commission members to brainstorm on other projects that the remaining funds could be used for. Discussion to be continued.
- F. Continued Business:**
- a) 3 Phase Extension and Policies: Commissioner Brown recommended two edits to the proposed ordinance: Item 3A, remove the last sentence and item 5B, add the word service after “For any temporary”. Commissioner Coleman motioned to approve the ordinance with the recommended edits. Commissioner Dybing seconded the motion. Motion carried all in favor.
- G. Miscellaneous:**
- a) **Off Peak Credit:** Commissioner Dybing inquired if LPU has the capability of offering off peak credits to customers similar to what Tri-County offers. Jerod Wagner will investigate and report back to the Commission.

**Next Meeting: Tuesday, February 21<sup>st</sup>, 2017 at 5:30 p.m.**

**Adjourn Regular Meeting:** Motion was made by Commissioner Coleman to adjourn the regular meeting of the PUC at 6:04 p.m. Motion was seconded by Commissioner Dybing. Motion carried all in favor.

Respectfully Submitted,

Michele Peterson  
City Administrator/Clerk