

Lanesboro Public Utilities
Council Chambers
April 21st, 2014, 12:30 p.m.

Commissioners Present: Gerald Evenson, Chair
Dennis Schuck

Absent: Theresa Coleman

Staff Present: Jim Peterson

Commissioner Evenson called the meeting to order at 12:35 p.m. Commissioner Schuck moved to adopt the agenda. Motion was seconded by Commissioner Evenson. Motion carried.

Commissioner Evenson moved to approve the minutes of the March 17th, 2014 meetings. Motion was seconded by Commissioner Schuck. Motion carried.

Persons with Interest

A. Kevin Fitzgerald:

Mr. Fitzgerald asked to be put on the agenda to discuss his water service and utility bill with the PUC. Mr. Fitzgerald did not show for this meeting and no action was taken regarding his water service and utility account.

B. Allison Twite:

Ms. Twite was on hand to discuss her utility bill with the PUC. She indicated that her husband had just returned to work and was requesting a payment arrangement in order to get caught up and avoid disconnect. She offered to pay \$200.00 per week until her balance was satisfied. The PUC advised her to set up the arrangement with Michele and sign the payment agreement form. She was advised that it was essential that she stick to the agreement or she would be disconnected. A motion was made by Commissioner Evenson to enter into the payment agreement. The Motion was second by Commissioner Schuck. Motion carried all in favor.

C. Smith Schafer-Jason Boynton:

Jason Boynton was on hand to provide the PUC with an update to the end of year audit for the Utilities Commission. Mr. Boynton stated that overall the PUC was in fairly good financial shape compared to the year prior. He indicated that given the water project, rate structures had to be addressed in order to meet the needs of the City's utilities. He indicated with the increase in funds due to the new rate structure, the finances will improve greatly within the coming years. Procedurally, the PUC is operating within the guidelines of the established financial protocols for local government.

New Business

- A. Water Main Breaks at 400 DuPont and 700 Kenilworth-Weiser Construction
The PUC was advised that there had been water main breaks in the 400 block of DuPont Street and the 700 Block of Kenilworth Street. The breaks have left residents in those areas with no water. Additionally, due to the water leaks in those locations, there were sink holes around the mains which are affecting the streets. Due to the exigent nature of the problem, PUC Superintendent Jim Peterson called Weiser Construction to come to Lanesboro to address this issue and assist in the restoration of water service to the residents. Weiser was to remove the blacktop so that crews can get to the broken mains. They were to chip up the old asphalt and utilize it as a base and then complete an overlay of asphalt at both locations. Administrator Todd will keep the PUC posted on the progress.

Regular Business

- A. Payables

Commissioner Evenson moved to pay expenses of the Lanesboro Public Utilities. Motion seconded by Commissioner Schuck. Motion carried.

- B. York/Weed Disconnect: Update on Progress

Administrator Todd briefed the PUC regarding a disconnect notice served on the York/Weed property. Todd advised that F&M Bank in Preston had contacted the City about the account and advised that the account holder's grandfather had applied for a bank loan to bring the account current. The banker asked for the exact amount owed, up to and including the current charges. She indicated that the process could take a few weeks to finalize and asked that we stave off disconnection for the time being until the loan could be processed. Commissioner Evenson made a motion to stop the disconnect until the bank issued a check to bring the account current. Motion was seconded by Commissioner Schuck. Motion carried all in favor.

- C. Water Ordinance 520 Water Regulations

This item is tabled until next meeting.

- D. Water Ordinance 540 Rates and Charges

This item is tabled until next meeting.

- E. Mark J. Traut Wells Inc, Request 10 Day Delay Change Order to Contract:

Administrator Todd advised the PUC that Mark J. Traut Wells, Inc had requested a 10 day delay to the contract due to the road bans imposed by the MNDOT and also due to

the weather as it relates to the ground around the well site. It is simply too muddy to get trucks and equipment to the well site. Todd advised that Davy Inc was aware of the change request. Motion was made by Commissioner Evenson to grant the change order 10 day delay. Motion was seconded by Commissioner Schuck. Motion carried all in favor

F. Miscellaneous Items

Administrator Todd advised the PUC that he received a request from Dona Conway regarding her frozen water pipes. He indicated that Mrs. Conway wished to have the cost of her plumbing contractor reimbursed by the PUC. She stated that her contractor advised her that her water pipes were too shallow and this was causing her pipes to freeze. She stated that the contractor had shut the water off at her location. Administrator Todd advised the PUC that this issue had been contested with Mrs. Conway previously. Todd advised her that there was nothing in City ordinance that stated how deep the pipes needed to be placed to avoid freezing. Todd also stated that this has been an exceptionally cold winter and that was definitely a contributing factor to the freezing issue. Todd advised her that he would place her request in front of the Commission for consideration. Commissioner Evenson made a motion to convey to Mrs. Conway that before the PUC would consider her request, she would need to put in writing a response to the following questions: Why was the water shut off at her location; who is her plumbing contractor and are they licensed in the state of Minnesota; and finally, the PUC would need to see an itemized bill from the contractor. If these questions were posed in writing, the PUC would consider the request at the next regularly scheduled meeting.

Administrator Todd provided a list of past due accounts scheduled for disconnect to the PUC. They include: Neneman, Wigner, Fishbaugher, Hearrold, and Smokey River BBQ. Neneman mailed a check in the amount of \$150.00 to the City Offices in an attempt to lessen the past due amount. Todd advised that the \$150.00 was not close to the past due amount and that if we accept the check; we would condone a tacit agreement or payment arrangement. Todd also advised that according to the payment history, Mr. Neneman had not been making timely payments in an amount to satisfy current charges let alone a past due amount. Motion was made by Commissioner Evenson to return the check as insufficient to reduce the account and to issue a letter to Mr. Neneman advising him of the impending disconnect and his right of due process to satisfy the account. Motion was seconded by Commissioner Schuck. Motion carried all in favor.

Next Meeting: April 21st, 2014 at 12:30 p.m.

Adjourn Regular Meeting:

Motion was made by Commissioner Evenson to adjourn the regular meeting of the PUC. Motion was seconded by Commissioner Schuck. Motion carried all in favor.

Respectfully Submitted:

David Todd
City Administrator