

**Lanesboro Public Utilities
Regular Meeting, City Council Chambers
Tuesday, July 19, 2016 5:30 p.m.**

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

Absent: None

Staff Present: Jim Peterson and Michele Peterson

Visitors: Michael Brown, Michael Davy, Curtis Bisek, Don Bell, and Nick Charlebois

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

- A. **Agenda:** Commissioner Brown motioned to adopt the agenda as submitted. Motion was seconded by Commissioner Coleman. Motion carried all in favor.
- B. **Consent Agenda:** Commissioner Brown motioned to approve the consent agenda as submitted. Commissioner Coleman seconded the motion. Motion carried all in favor.
 1. Minutes of the Regular Meeting, June 21, 2016
 2. Accounts Payable
- C. **Staff Update:** Jim Peterson provided the commission with updates including:
 1. Lanesboro's relay has been adjusted so that a brown out cannot occur again, power will have to be manually turned on by staff. Tri-County electric is continuing to work with us on coordinating the system.
 2. Rainfall amounts have allowed the Hydro to continue running, which shaves 200kW off of our demand.
 3. There will be a new contract proposal from Dairyland that will have more competitive pricing.

Regular Business

A. Their Well:

- a) Application for Payment #3, Final - \$35,775.00
- b) Change Order #2
- c) Certificate of substantial completion

Commissioner Dybing motioned to approve all three of the above items. Member Coleman seconded the motion. Motion carried all in favor.

B. Wapasha Construction:

- a) Application for Payment #12 - \$29,456.97: Payment was previously approved, however Jim Peterson provided an explanation for the Change Order #2. An exhaust fan had been left on, and therefore brought cold air in which then froze the pipes, and therefore caused a need for the change order.

- C. **Slant Avenue:** The property owner asked if the base charges could be adjusted to reflect just residential, as the property no longer contains a commercial business. Administrator Peterson was asked to review the zoning of the property. As well concerns were brought forward with regard to adjusting rates midyear, as well the fact it is still a commercial building.

- D. Industrial Wastewater Discharge Permit – 2 Rivers Brewery:** Michael Davy with Davy Engineering was present to present the Industrial Wastewater Discharge Permit for 2 Rivers Brewery. It was noted the necessity for having the second meter, as well LPU will be providing the meter however meters will not be installed until facility is up and running. The commission did ask 2 Rivers Brewery to keep them informed on their proposed timeline for operation. Commissioner Brown noted some clerical errors on the permit. Commissioner Coleman motioned to approve the permit with the clerical changes. Commission Dybing seconded the motion. Further discussion was had regarding the details governing the permit; Commissioner Brown noted the desire to work out all details before the permit is approved. It was noted that the permit will renew annually. Commissioners Dybing and Coleman voted in favor, Commissioner Brown voted against. Motion carried.
- E. Electric Distribution Voltage Conversion Study:** Discussion was had regarding the financing of such a project, Administrator Peterson will complete the discovery. Commissioner Brown motioned to move forward with the project to upgrade our system. Commissioner Coleman seconded the motion. Motion carried all in favor. Peterson will invite Mr. Nigon to attend the next LPU meeting.
- F. Waste Water Treatment Facility:** Administrator Peterson noted this item was on the agenda simply to keep the discussion moving forward on the direction the Commission would like to move. Although Peterson had recently discovered that there may have been a miscommunication between the USDA, Davy Engineering, and the LPU more time was needed for discovery. Discussion will be continued next month. Peterson asked the commissioners to forward all questions they have to her, so that she would be able to complete the research and present the findings next month. Peterson will also forward all of the communications to the commission members for their review.
- G. Special Meeting, Monday August 1st, 2016 5:30pm:** Commissioner Dybing gave the reminder of the special meeting in which Mike Bubany with David Drown Associates will be presenting an update to the financial status of the City and the Public Utilities.
- H. Continued Business:**
- a) Electric Utility Ordinance- Administrator Peterson provided an electric utility ordinance for the commission to review. It was noted there were some clerical errors to be corrected. Commissioner Dybing asked to continue the discussion next month in order to have more time to review the ordinance.

Next Meeting: Tuesday, August 16th, 2016 at 5:30 p.m.

Adjourn Regular Meeting: Motion was made by Commissioner Brown to adjourn the regular meeting of the PUC at 6:45 p.m. Motion was seconded by Commissioner Coleman. Motion carried all in favor.

Respectfully Submitted,

Michele Peterson
City Administrator/Clerk