

Lanesboro Public Utilities
Council Chambers
July 20th, 2015, 1:00 p.m.

Commissioners Present: Jerry Evenson, Theresa Coleman and Dennis Schuck

Absent: None

Staff Present: David Todd, Jim Peterson and Jared Wagner

Visitors: Dan Macintosh-Smith Schaffer

Commissioner Evenson called the meeting to order at 1:00 p.m. Commissioner Coleman moved to adopt the agenda with the addition of Smith-Schafer Audit presentation under miscellaneous. Motion was seconded by Commissioner Schuck. Motion carried.

Commissioner Coleman moved to approve the minutes of the June 15th, 2015 meetings. Motion was seconded by Commissioner Schuck. Motion carried.

Regular Business

A. Payables

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

B. Davy Engineering-Contractor's Pay Estimate Approval (Wapasha Construction)

Motion was made by Commissioner Coleman to approve the pay estimate for the contractor on the recommendation of Davy Engineering. Motion was seconded by Commissioner Evenson. Motion carried all in favor.

C. Davy engineering –Contractor's Pay Estimate Approval (Norman's electric)

Motion was made by Commissioner Coleman to approve the pay estimate for the contractor on the recommendation of Davy Engineering. Motion was seconded by Commissioner Evenson. Motion carried all in favor.

D. AT&T Cell Tower Lease

Administrator Todd provided the PUC with information that he received a letter from AT&T advising that AT&T would like to decrease the annual escalator from 3% down to 2% for the water tower lease. Motion was made by Commissioner Coleman to allow the change. Motion was seconded by Commissioner Evenson. Motion carried all in favor.

E. Davy Engineering-Change Order #4 (Traut Wells)

Commissioner Evenson motioned to approve the change order allowing a 30 day extension to complete the work. Motion was seconded by Commissioner Schuck. Motion carried all in favor.

F. Davy Engineering-Additional Water Service Connections (Not Covered with Financing)

Commissioner Coleman motioned to approve the additional water service connections at a cost to the PUC of \$8,300 not covered under the PFA financing and to also ask Tom Manion to craft a letter to affected property owners encouraging them to hook up to the curb stop while the project is underway at their expense. Motion was seconded by Commissioner Schuck. Motion carried all in favor.

G. 2015 Energy Star Rebate Form Revisions

The Commission was presented a revised form to use for the Energy Star Rebate Program which was more current with the trends for items being presented for rebates. Motion to approve the revised form was made by Commissioner Coleman. Motion was seconded by Commissioner Evenson. Motion carried all in favor.

H. UUMEG Moratorium on Zoning/Metering Renewable Energy Sources

The Commission advised that based on current trends in renewable energy and the lack of ordinances regulating the use thereof, the City should seek advice from the LMC on zoning and metering ordinances to address this growing segment of renewable energy for Cities.

I. Street/Utilities RFP (Tie in with City Street RFP)

The Commission advised that while Davy Engineering was on site for the WTP, and due to the project requiring mapping of the underground utility infrastructure, the PUC would ask Davy to also implement a street conditions assessment to help the City map out a plan for addressing street conditions. Motion was made by Commissioner Coleman to proceed with the street condition assessment. Motion was seconded by Commissioner Evenson. Motion carried all in favor.

J. Miscellaneous-Dan Macintosh-Smith Schafer

The Commission was provided an audit presentation by Dan Macintosh of Smith Schafer and Associates for FY 2014. Macintosh indicated that there was nothing in the audited financial statement that indicated the LPU was in less than solid financial shape. He indicated that the new WTP was adequately funded through water rate increases and it was expected to cover the debt service and operating costs of the project for the foreseeable future. He indicated that the electric fund continues to be the highest generator of revenue for the City and that small modification to the sewer fund may be needed moving forward.

The Commission was advised of one past-due utility account that was pending disconnect. Administrator advised that a door hanger was placed on the residence giving them 48 hours to remit payment or be disconnected. Motion was made by Commissioner Coleman to disconnect the service if the past-due and current amounts are not paid by the deadline. Motion was seconded by Commissioner Evenson. Motion carried all in favor.

Next Meeting: Monday, August 17th, 2015 at 1:00 p.m.

Adjourn Regular Meeting:

Motion was made by Commissioner Coleman 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