

**Lanesboro Public Utilities
Regular Meeting, City Council Chambers
Tuesday, November 15, 2016 5:30 p.m.**

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

Absent: None

Staff Present: Jerod Wagner and Michele Peterson

Visitors: Michael Brown, Don Bell, Marge Drake, Robin Krom, Mark and Elaine Edwards, Loren Tufte

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

- A. Agenda:** Minutes of the Special Meeting November 10th, 2016 were added to the Consent Agenda.
- B. Consent Agenda:** Commission Member Coleman moved to approve the Consent Agenda:
- Minutes of the Regular Meeting, October 18th, 2016
 - Minutes of the Special Meeting, November 10th, 2016
 - Accounts Payable

Member Brown seconded the motion. Motion carried all in favor.

- C. Staff Update:** Jerod Wagner reported that hydrants had been flushed, he noted that prior to the Water Treatment facility staff would let the water run 10-15 minutes for it to become clear. Now each hydrant needed to be run less than a minute. Wagner also looked into the winterizing the PRV stations. He noted that although there are alarms for temperature, they are connected to the electronics. The alarms do not monitor the ambient air temperature in the building. Wagner will discuss this with the contractor and engineer and report back.

Community Input:

- A. Loren Tufte – Circle Drive Water Connection:** Mr. Tufte was present to inquire regarding the timing of the road project on Auburn and Zenith and the Water connections for Circle Drive Properties. It was noted that at this time we do not have a timeframe for the road project, however administration will communicate with Mr. Tufte to see if timing can be coordinated for both projects.

Regular Business

A. 2017 Budget Discussion:

1. Electric Loan: Member Brown motioned to approve Administrator Peterson presenting Tri-County Electric with an option for possible help financing the Electric system upgrade. The request will be for \$200,000 for a period of 3 years. Member Coleman seconded the motion. Motion carried all in favor.

2. **Water Rates:** Member Brown motioned to promote to City Council the tiered water rate proposal using the following rates: \$29.35 per monthly base rate (Multiplier: Residential 1, Multi-Family 3.5, Commercial 1.75, and Public 2), the first 1000 gallons of water are included in the base charge, Tier 1 (1001 -3000) \$6.30/1000 gallons, Tier 2 (3001-5000) \$7.05/1000 gallons, Tier 3 (5001-7000) \$8.25/1000 gallons, Tier 4 (7001-500,000) \$9.25/1000 gallons. Member Dybing seconded the motion. Member Dybing noted he felt the tiered rate was a more equitable system. Members Brown and Dybing voted in favor. Member Coleman voted neigh. Motion carried.
- B. Sanitary Sewer Report:** Administrator Peterson noted sewer report from the Auburn and Zenith area was in if anyone would like to review it. Wagner stated there were several size differentials, which will most likely require that extensive work will need to be done in this area during the road project. Also noted were manholes that were not located where believed to be.
- C. Continued Business:**
- a) **3 Phase Extension:** Administrator Peterson noted communication had been sent to the contact person for this project however no response had been given. It was noted that currently within policy the cost for expansion and or upgrade is not discussed. Peterson will search for sample policies to cover this discussion. It was noted to look especially for items that discuss reconstruction versus new construction. Perhaps also a cost based on the % of the new load. Discussion will be continued.
 - b) **Electric Conversion Project:** An update was not available; currently the project is in the engineering phase.

Next Meeting: Tuesday, December 20th, 2016 at 5:30 p.m.

Adjourn Regular Meeting: Motion was made by Commissioner Coleman to adjourn the regular meeting of the PUC at 5:50 p.m. Motion was seconded by Commissioner Brown. Motion carried all in favor.

Respectfully Submitted,

Michele Peterson
City Administrator/Clerk