

**Lanesboro Public Utilities**  
**Regular Meeting, City Council Chambers**  
**Tuesday, December 20<sup>th</sup>, 2017 5:30 p.m.**

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

**Absent:** None

**Staff Present:** Jerod Wagner and Jim Peterson

**Visitors:** Michael Brown, Brian Malm, and Tom Smith

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

- **Agenda:** Member Brown motioned to approve the agenda as submitted. Member Coleman seconded the motion. Motion carried, all in favor.
- **Consent Agenda:** Member Brown motioned to approve the Consent Agenda:
  - Minutes of the Regular Meeting, November 21, 2017
  - Accounts PayableMember Coleman seconded the motion. Motion carried all in favor.
- **Utilities Staff Update:** Jerod Wagner noted the following:
  - No update was available on the project to update the switchgear. Discussion will be continued next month.
  - Wagner and Peterson are recommending that through the Dam project, with the installation of new automatic gates, that the gates be connected with the SCADA system. This would allow for an automatic alert, as well for the gates to open or close as needed. Discussion was had regarding the schedule of the Dam project.
  - Wagner will reach out to Tom Nigon regarding the potential project of replacing the secondary lines to residences, discussion will be continued.
- **Council Liaison Update:** Tom Smith noted the final city budget had been passed realizing a 4% decrease from last year. The Council approved the 2018 LPU budget with minor changes. They also approved a 7% increase to sewer fees for 2018. The Council is still looking into a possible paving project on Zenith Street. An ordinance allowing for permitted parking in the Ball field parking area was approved. The discussion on parking concerns along the trail had been tabled.

**Regular Business**

- A. Smith Schafer & Associates Agreement:** Member Brown motioned to approve the agreement with Smith Schafer to complete the 2017 audit. Member Coleman seconded the motion. Motion carried all in favor.
- B. SEARCH Grant – Preliminary Engineering Report:** Administrator Peterson noted receiving word that the funds granted as part of the SEARCH Grant from the USDA would be expiring in April of 2018. Discussion was had regarding the scope of the preliminary engineering report, as well as total cost. Member Coleman motioned to recommend to the City Council the SEARCH Grant and Preliminary Engineering Report for approval. Member Dybing seconded the motion. Discussion was had regarding the fact that the SEARCH Grant was separate from the PER, and

was discussed due to the fact that it would provide partial funding for the report. Members Coleman and Dybing voted yes. Member Brown voted nay. Motion carried.

- C. Potential CIP Project:** Administrator Peterson will continue research on the costs and benefits associated with the installation of an EV charging station. Discussion will be continued.
- D. Electric Rate Study:** The commission members requested knowledge of when the last study was completed. Discussion will be continued next month.

**Next Meeting: Tuesday, January 16<sup>th</sup>, 2017 at 5:30 p.m.**

**Adjourn Regular Meeting:** Motion was made by Member Coleman to adjourn the regular meeting of the Public Utilities Commission at 6:07 p.m. Motion was seconded by member Brown. Motion carried all in favor.

Respectfully Submitted,

Michele Peterson  
City Administrator/Clerk