

**Lanesboro Public Utilities
Regular Meeting, City Council Chambers
December 21st, 2015 5:30 p.m.**

Commissioners Present: Jerry Evenson, Theresa Coleman, and Dennis Schuck

Absent: None

Staff Present: Jim Peterson and Michele Peterson

Visitors: Michael and Char Brown, Bill Swanson, Don Bell, Robin Krom, Jason Resseman, Alissa Oppenheimer, and Peter Torkelson.

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

- A. **Agenda:** Commissioner Coleman moved to adopt the agenda with the additions of: Peter Torkelson under Continued Business and Tree concern under miscellaneous. Motion was seconded by Commissioner Evenson. Motion carried all in favor.
- B. **Consent Agenda:** Commissioner Evenson moved to approve the Consent Agenda as presented. Motion was seconded by Commissioner Coleman. Motion carried all in favor.
 - 1. Minutes of the Regular Meeting, November 16th, 2015
 - 2. Accounts Payable
 - 3. Smith Schafer Audit Contract
 - 4. Winona Mechanical – Payment #2, \$50,650.00
 - 5. Normans Electric – Payment #4, \$78,882.36

Regular Business

- A. **Committee Applications:** It was noted that although the City Council will take the Commissions opinion into consideration, they will be reviewing all three applications for Char Brown, Don Bell, and Jon Pieper and making the final decision. Commissioner Coleman made a motion to appoint Don Bell for the commission. Commissioner Schuck seconded the motion. Motion carried with Coleman and Schuck voting yes, and Evenson voting no. Commissioner Evenson then made a motion to appoint Char Brown. Commissioner Coleman then noted that there was only one position on the board open, and that a motion had already been made for an appointment. At this time Commissioner Evenson rescinded his motion, and wished to make a statement on the record that his nomination would be for Char Brown.
- B. **Meeting Date and Time:** The regular meeting for January 2016 is tentatively scheduled for 8am on the third Monday in January. All other future meetings will be scheduled after the official appointment of a commission member by the Council.
- C. **Coffee Street Site:** Administrator Peterson noted that Lanesboro Public Utilities continues to work with Davy Engineering to find a possible site for the future Waste

Water Treatment facility. Property owner Alissa Oppenheimer was present to voice her concerns regarding the possible Coffee Street site noting: concern for existing nearby property values, concern for location directly off of the bike trail, as well as the esthetic concerns.

- D. Peter Torkelson:** Mr. Torkelson questioned the voltage fluctuation in the lines in Lanesboro, due to the fact that a Geo-thermal system that should have lasted 20 years needs to be replaced after only 7 years. Jim Peterson asked if there were starters installed to protect the engines. Such protection would shut down the engines to prevent any damages if there were ever a brown out. Torkelson noted that they will be replacing the units with ones that have newer technology and a better warranty. Jim Peterson also noted that Lanesboro Public Utilities technology and infrastructure have also improved. Further discussion was had regarding service area and sub stations, with guest Alissa Oppenheimer providing input as well.
- E. Infrastructure Update:** Jim Peterson noted that the upgrade to the Diesel engines was almost complete and should be online tomorrow. He also noted that the new Water Treatment facility was up and running for 1 week now. In approximately two weeks the Minnesota Department of Health would be on hand to complete the water testing.
- F. Circle Drive:** Administrator Peterson submitted a proposed letter to be sent out to the residents on Circle Drive, noting that both Attorney Tom Manion and Davy Engineering had approved the proposed letter. Commissioner Evenson motioned to approve the final draft of the letter and that they are sent to the property owners. Commissioner Coleman seconded the motion. Motion carries all in favor.
- G. Sewer Rates:** Administrator Peterson noted that the proposed increase to the sewer rates did not get approved at the December 7th meeting for the City Council. Instead the Council requested more information, to which Peterson will present at the Jan 4th, 2016 meeting. Commissioner Coleman added that due to the delay, the rates would then be effective for 02/01/2016.
- H. Late Fee Reduction Request:** Commissioner Coleman presented an idea to help Mr. Kimball, she offered to waive one year's worth of late fees totaling \$152.24. This would be a onetime reduction in order to help Mr. Kimball be a month ahead. Administrator Peterson cautioned that if this happens, they would need to be prepared to do this for others as well. Coleman motioned to waive the late fee totaling \$152.24. Commissioner Evenson seconded the motion. Motion carries all in favor.
- I. Lanesboro Golf Course – REU reduction request:** Administrator Peterson compiled the water usage totals for the Golf Course for 2015 at 1,000,900. Given that 1 REU equals 34,000 gallons, the new REU rate which was submitted to the Golf Course on November 17th, 2015 would be 29. This is a reduction of 10 REU's.

J. Miscellaneous: Administrator Peterson had been contacted by a resident at 301 Coffee Street East regarding the cutting/trimming of a tree. It was noted that the tree is considered to be a Blvd tree; as well the trees were planted under the power lines. Lanesboro Public Utilities had contracted with Norby Tree Services to trim back any trees that were interfering with the power lines above. In order to promote the life of the tree, the branch interfering with the lines was cut all the way back to the initial V. This created a drastic alteration of the tree, to which the homeowner was very upset. The commission noted that due to the current policies for Public Utilities, they were within right to trim the tree, and tried to do so in a manner that would prolong the life of the tree.

Next Meeting: Monday, January 18th, 2015 at 8:00 a.m.

Adjourn Regular Meeting: Motion was made by Commissioner Coleman to adjourn the regular meeting of the PUC at 6:09 p.m. Motion was seconded by Commissioner Evenson. Motion carried all in favor.

Respectfully Submitted,

Michele Peterson
City Administrator