

**Lanesboro Public Utilities
Regular Meeting, City Council Chambers
Tuesday, January 16th, 2019 5:30 p.m.**

Commissioners Present: Tom Dybing, Jeff Boland, and Don Bell

Absent: None

Staff Present: Jerod Wagner

Visitors: None

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

- A. Agenda:** Member Boland motioned to approved the agenda with the addition of Brekke project, Hydro, and Boland to Miscellaneous. Member Bell seconded the motion. Motion carried all in favor.
- B. Consent Agenda:** Member Boland motioned to approve the Consent agenda as submitted. Member Bell seconded the motion. Motion carried all in favor.
 - Minutes of the Regular Meeting, December 18th, 2018
 - Accounts Payable
 - Smith Schafer 2018 Audit Agreement
- C. Council Liaison Update:** Council Member Tom Smith provided the highlights from the January City Council meeting: approved annual resolutions, approved the joint purchase with LPU of a new backhoe, updated snow plowing policy, approved committee appointments, approved a new meeting schedule at 6 pm, appointed committee council liaisons, denied USDA request to hunt within City limits.

Regular Business

- A. Electric Upgrade/Switchgear:** Wagner noted that we are in the final stages of the upgrade. Contractors will be here starting tomorrow and plan to switch out the transformers on Thursday, therefore we will be running generation. There are still a couple of portions of the project not complete such as the battery back-up and monitoring equipment. As well an additional neutral line needs to be pulled. Things should be back to somewhat normal conditions by the end of the week.
- B. Nomax lines:** Wagner reviewed the discussion of replacing the Nomex secondary lines. We have received a quote from Haakenson electric in order to complete this project. Staff will begin to identify the areas in need of repair.
- C. Water Plant:** Staff will complete an annual inspection of the media in order to verify if more needs to be added. They will also be checking the clear wells, and cleaning if needed.
- D. WWTP:** The MPCA will be here this Friday to complete an inspection. Wagner and Boland have been training with Peterson on the necessary reporting.
- E. Policies:** Administrator Peterson, Wagner, and Boland are currently working on going through the current ordinances and policies to verify they are up to date.
- F. Miscellaneous:**

- 1. Brekke Project:** Wagner explained the request for an additional service by Ed Brekke. A quote from Norman's Electric was received for the work to be done. Per our current ordinance and policy, the homeowner would be responsible for at \$750 hook up fee, as well as 30% of the total cost to bring the service to the requested location. This totals \$3,547.50 for the property owner portion, Administrator Peterson will create an invoice for this amount. It was noted that an easement will also be needed to move forward.
- 2. Hydro:** The current Operations manual needed to be updated per the DNR prior to a permit being issued for the Dam repair work. In completing this update, the DNR has restricted the allowable run to three tenths of an inch. At this point we are going to accept these levels and see how things go. We will evaluate in the future if this is an appropriate range.
- 3. Boland:** Member Boland noted that his wife has accepted a position in Minneapolis, and therefore they will be moving. He will be staying until their house sells, so unfortunately, he is not sure of the timeline. He would like to stay on the commission until that time.

Next Meeting: Tuesday, February 19th, 2019 at 5:30 p.m.

Adjourn Regular Meeting: Motion was made by Commissioner Bell to adjourn the regular meeting of the Public Utilities Commission at 6:03 p.m. Motion was seconded by Commissioner Boland. Motion carried all in favor.

Respectfully Submitted,

Michele Peterson
City Administrator/Clerk