

Lanesboro Public Utilities
Regular Meeting, City Council Chambers
Tuesday, February 18th, 2020 10:00 a.m.

Present: Jon Pieper, Elliot Riggott and Don Bell

Absent: None

Staff Present: Jerod Wagner

Visitors: Bonita Underbakke, Jake Pichelmann, Brian Malm, and Jason Resseman

Regular Meeting:

Commissioner Pieper called the regular meeting to order at 10:06 a.m.

- A. Agenda:** Member Riggott motioned to approve the agenda as submitted. Member Bell seconded the motion. Motion carried all in favor.
- B. Consent Agenda:** Member Riggott motioned to approve the Consent agenda as presented. Member Bell seconded the motion. Motion carried all in favor.
- Minutes of the Regular Meeting, January 21st, 2020
 - Accounts Payable
- C. Staff Update:** Utilities Supervisor Jerod Wagner reported the following:
- It was discovered this morning that there is a problem underground with the pipe that goes from the sludge tank to the digester. They are working to thaw out the line, and further diagnose the situation.
 - During the February 12th UMMEG meeting it was noted that we are due for the five-year stack test, UMMEG will be working to coordinate a contractor to complete the test for all members. It is also forecasted that there will be a 7% increase in the purchase cost of electric for this year.
 - This Friday, February 21st Dairyland will be certifying an urge test for Lanesboro.
 - Wagner is meeting with the electrical contractor for the Dam project in order to determine plans for temporary and final power supplies for the hydro gate operation.
 - Wagner has met with a retired licensed journeyman regarding staffing needs in Lanesboro, discussion will be continued in the regular business portion of the meeting.
 - A water line break on Auburn Avenue was discovered and repaired on February 14th. Wagner will share the details with City Engineer Brian Malm.
- D. Council Update:** Council Member Tom Smith reported that the following had discussed at the February 3rd City Council Meeting:
- Approved a lot split request for Rick Lamon, for a future brewery
 - Discussed several roads that are not actual City Roads that the City is maintaining and requested additional information
 - Tabled a discussion regarding paving in the alley between Parkway Avenue N and the Fire Hall until opinions from neighboring property owners was discussed
 - Rejected all bids from the Website RFP, and requested additional information for March
 - LPU Member Don Bell submitted his letter with concerns, the Council noted desire to have him remain on the commission.
- E. Dam Project Update:** Administrator Peterson noted that a few pieces of equipment have been brought in, and that approval has been given to begin work in March, instead of the initial timeframe of April 15th.

Regular Business

- A. Wastewater Treatment Facility Plans:** City Engineer Brian Malm reviewed the estimated schedule as well as reviewed the financing options. Engineer Jake Pichelmann shared the site layout. Concern was brought forward regarding the location of the walking path; it should be moved closer to the bridge. This adjustment will be made for the final submittal for bids. Member Riggott motioned to recommend the authorization for bidding to

the City Council as well as move the location of the walking trail. Member Pieper seconded the motion. Motion carried with members Riggott and Pieper voting in favor. Member Bell voted no.

- B. Ordinance 54.06, State Water Fee Update:** Member Riggott motioned to approve the update to Ordinance 54.06 and forward to the City Council. Member Bell seconded the motion. Motion carried all in favor.
- C. Resolution 2020-01, Authorizing the Transfer of Public Utilities Funds:** Member Bell motioned to approve resolution 2020-01 transferring \$60,000 from the Water debt service fund to the operating fund. Member Riggott seconded the motion. Motion carried all in favor.
- D. CIP Funds:** Administrator Peterson reviewed the Conservation Improvement Fund balances. Peterson requested an amount not to exceed of \$5,000 to purchase new LED Holiday decorations for the downtown. Member Bell motioned to approve the purchase not to exceed \$5,000. Member Riggott seconded the motion. Discussion was had to request the possibility of extending the decorations onto Coffee Street. Additionally, the commission would like to review the rebate program at the March meeting. Motion carried all in favor.
- E. Mower:** Commission members requested that a quote for a new mower be brought to the March meeting.
- F. Summer Help:** Administrator Peterson brought forward the idea of hiring a seasonal worker to help with the mowing and general cleaning. Commission members requested expense detail for the March meeting.
- G. Continued Business:**
 - 1. Mapping:** As noted earlier, Supervisor Wagner has a licensed journeyman that would be willing to work two eight hour shifts each week to help with this project as well as other electric projects. Commission members requested expense detail for the March meeting.
 - 2. Electric Rate Study:** Gary Price has received all of the requested information; additional information will be shared as it becomes available.
- A. Miscellaneous:**
 - 1. Meeting Date and Time:** At this time members felt the current date and time was the best option.
 - 2. Water Rates:** Members requested additional information on Water usage and the different types of accounts. Discussion will be continued in March.

Next Meeting: Tuesday, March 17th, 2020 at 10:00 a.m.

Adjourn Regular Meeting: Motion was made by Commissioner Pieper to adjourn the regular meeting of the Public Utilities Commission at 10:45 a.m. Motion was seconded by Commissioner Bell. Motion carried all in favor.

Respectfully Submitted,

Michele Peterson
City Administrator/Clerk