

**Lanesboro Public Utilities
Regular Meeting, City Council Chambers
Tuesday, March 27th, 2018 5:30 p.m.**

Commissioners Present: Tom Dybing, Jeff Boland, and Char Brown

Absent: None

Staff Present: Jerod Wagner and Jim Peterson

Visitors: Tom Smith

Call to Order: Commissioner Dybing called the meeting to order at 5:31 p.m.

- A. **Agenda:** Member Brown motioned to approve the agenda. Motion was seconded by Commissioner Boland. Motion carried all in favor.
- B. **Consent Agenda:** Commissioner Brown motioned to approve the consent agenda. Motion was seconded by Member Boland. Motion carried all in favor.
- C. **Council Liaison Update:** Council Member Smith noted that the City Council had voted in favor of moving forward with paving additional portions of Zenith Street with a 50/50 assessment.

Regular Business

A. Projects:

- a. **Dam Power Lines and Kirkwood Street Bid:** Member Brown motioned to recommend to the City Council, approval of bids per Star Energy Services recommendation – Karian Peterson and Irby. Member Boland seconded the motion. Motion carried all in favor.
- b. **Switchgear Bid:** Member Dybing motioned to recommend to the City Council, approval of the one bid received from Harold K. Scholz Co. Member Brown seconded the motion. Discussion was had regarding the management of this project and plans for future projects, as well as budget concerns. Motion carried all in favor.
- c. **Voltage Regulator:** Wagner will meet with MiEnergy to discuss the necessity of such an option. The voltage regulator will not be included in the electric upgrade at this time. However investigation into the regulator will continue separately.
- d. **CIP-Electric Charging Stations:** Member Brown motioned to proceed with the purchase and installation of electric car charging stations with approval from the Park Board. Member Boland seconded the motion. Placement is estimated to be in the SE corner next to the handicap parking space. Motion carried all in favor.

B. Hand Meter Reader: Discussion was tabled until the Break in Update under Miscellaneous.

C. Miscellaneous

- a. **Salary Survey:** Peterson, Wagner, and Administrator Peterson will work to update job descriptions for Public Utilities.
- b. **Break in Update:** Wagner provided an update regarding the break in that occurred at the electric building over the weekend of March 24-25. Many tools, equipment, and keys were taken from the facility.

Member Brown motioned to proceed with procurement and installation of a heat pump unit for the office space. Member Boland seconded the motion. Motion carried all in favor.

Member Brown motioned to approve tool and equipment purchases of up to \$10,000 for emergency replacement. Member Boland seconded the motion. Motion carried all in favor.

- c. A water leak repair has lowered the total amount of water pumped from 122,000 gallons per day to 76,000 gallons per day.
- d. The solar field project will still be moving forward, as contracts have all been signed.

Next Meeting: Tuesday, April 17, 2018 at 5:30 p.m.

Adjourn Regular Meeting: Motion was made by Commissioner Brown to adjourn the regular meeting of the PUC at 6:43 p.m. Motion was seconded by Commissioner Boland. Motion carried all in favor.

Respectfully Submitted,

Michele Peterson
City Administrator/Clerk