

**Lanesboro Public Utilities**  
**Regular Meeting, City Council Chambers**  
**Tuesday, July 18, 2017 5:30 p.m.**

**Commissioners Present:** Tom Dybing and Char Brown

**Absent:** Theresa Coleman

**Staff Present:** Jerod Wagner and Darla Taylor

**Visitors:** Michael Brown

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

- **Agenda:** Member Brown motioned to approve the agenda with the amendments of: the addition of Verizon to Continued Business. Member Dybing seconded the motion. Motion carried all in favor.
- **Consent Agenda:** Member Brown motioned to approve the Consent Agenda:
  - Minutes of the Regular Meeting, June 20th, 2017
  - Accounts PayableMember Dybing seconded the motion. Motion carried all in favor.
- **Utilities Staff Update:** Jerod Wagner discussed the following:
  - RCT has completed the sewer cleaning and a report of what was found is available for review.
  - Electric Line Upgrade starts Monday July 24<sup>th</sup>, 2017. Temporary metering has been set up and several deliveries have been received for the project.
  - UMMEG is requesting a Letter of Intent for the Solar Project. Council Member Char Brown motioned that LPU recommend the City Council approve and send the Letter of Intent as drafted. Member Dybing seconded the motion. Motion carried all in favor.
  - There have been issues with the HMO system at the Water treatment facility. The HMO system was re-plumbed and a faulty check valve was found. Engineers have informed us that Tonka will be responsible and Davy Engineering will be requesting them to make payment to us to return the area to pre-issues condition. Tonka has not shown up for scheduled meetings; the sub-contractor was Wapasha Construction.
  - Member Brown brought up some concerns over the un-metered amount of water being pumped. There was much discussion on the different causes of water to go un-metered including drip lines, and broken or leaking pipes including within houses not being lived in. Member Brown requested that the LPU staff look into and possibly inventory all the areas where this type of issue could occur. Jerod will put some thought into different strategies to accomplish this. It was also noted that currently a home owner has a leak after the curb stop, but before their meter that has been leaking for over a week. The homeowner is working to replace the line, but scheduling and financing are slowing down the process. It was suggested that we look into and update the LPU policy regarding this type of situation.
- **Council Liaison Update:** Tom Smith discussed the following:
  - A proposed sewer extension at Zenith will be looked at again next month as the council thought the proposed cost was too high.
  - Bids for the Park Road and Pleasant/Sheridan Alley will be due August 7, 2017
  - Ayres & Associates Dam Update-bids will be sought late winter 2017 with construction to begin in the fall of 2018 and to be completed in 2019. LPU staff met with the engineers to discuss the spillway and channel portion of the hydro to be incorporated into the project. Ayres is working to find a solution. The

idea of getting the power lines buried underground yet this year was also discussed. Member Brown suggested LPU consider some budget dollars in 2018-2019 for unknown costs related to the project.

## Regular Business

**A. Past Due Utility Accounts:** A list of 7 properties with delinquent utility accounts was presented. 4 of the accounts belong to deceased residents with two of them still active accounts. A motion by Member Brown to notify the two active accounts of shut off and proceed with shut off and follow through with assessment to property taxes. Member Dybing seconded the motion. Motion carried all in favor. Member Brown also made a motion to asses past due amounts of inactive deceased accounts to their property taxes. Member Dybing seconded the motion. Motion carried all in favor. The three remaining accounts are renters who had moved out and left a delinquent bill for the property owner. Member Brown motioned to send the property owner a notice of the delinquent past due amount and if no payment is made in the specified timeline the amount would be assessed to the property taxes. Member Dybing seconded the motion. Motion carried all in favor.

## B. Continued Business

- a. **2018 Budget:** City Administrator Michele Peterson and LPU staff will work through the budget and present to the LPU commission for their review and modification suggestions.
- b. **WWTF Update:** The new permit requires more frequent testing. A look into the Davy Laboratories contract to see how the need for testing will be scheduled according to the new permit guidelines was suggested.
- c. **Verizon:** A site proposal was received for the corner of Pleasant and Parkway. Original site was not acceptable due to the fact they cannot use primary power lines. There were many contract concerns and more specific details for placement and power supply are needed. It was also noted that storm sewer is located in that area and may present a challenge. LPU staff will prepare a list of questions to be presented to Verizon. Member Brown motioned that due to a number of unanswered questions a Verizon representative is asked to be present at the next LPU meeting. Member Dybing seconded the motion. Motion carried all in favor.

**Next Meeting: Tuesday, August 15, 2017 at 5:30 p.m.**

**Adjourn Regular Meeting:** Motion was made by Member Dybing to adjourn the regular meeting of the Public Utilities Commission at 7:05 p.m. Motion was seconded by member Brown. Motion carried all in favor.

Respectfully Submitted,

Darla Taylor  
Deputy Clerk