

**Lanesboro Public Utilities
Regular Meeting, City Council Chambers
Tuesday, October 15, 2019 10:00 a.m.**

Present: Tom Dybing, Jon Pieper, and Don Bell

Absent: None

Staff Present: Jerod Wagner and Jeff Norby

Visitors: Bonita Underbakke

Regular Meeting:

Commissioner Dybing called the regular meeting to order at 10:00 a.m.

- A. Agenda:** Member Dybing motioned to approve the agenda as submitted. Member Bell seconded the motion. Motion carried all in favor.
- B. Consent Agenda:** Member Bell motioned to approve the Consent agenda as submitted. Member Dybing seconded the motion. Motion carried all in favor.
 - Minutes of the Regular Meeting, August 22nd, 2019
 - Accounts Payable
- C. Council Liaison Update:** Council Member Smith noted it was a brief October Council meeting. Several items were listed on the Consent Agenda, and did not require individual discussions. Council did discuss concerns for the alley running parallel to Parkway Avenue N, between Coffee Street West and County Road 8. Administrator Peterson will confer with the City Engineer and report back to the Council at the November meeting.
- D. Staff Update:** Supervisor Jerod Wagner noted the following:
 - 1. A UMMEG meeting was held September 10th, in which further discussion was had regarding forced outage rates.
 - 2. Additional information needs to be recorded on our mapping system. Wagner and Peterson will be meeting with City Engineer Brian Malm to come up with a plan to update mapping. Administrator Peterson will provide an example to commission members next month, as well report back with a plan for updating the maps.
 - 3. Although the electrical upgrade was a good decision, the new system is much more intricate, and makes identifying problems more difficult.
 - 4. Contracted tree trimming is currently happening, an additional thought to having goats' clear areas of underbrush was had. This will be considered for future years.
 - 5. The small cell towers for Verizon are in the process of being installed.

Regular Business

- A. 2020 Budget:** Administrator Peterson reviewed the suggested rate changes, as well as the proposed budget for 2020. Member Dying motioned to approve the new rate schedule for Sewer. Member Bell seconded the motion. Motion carried all in favor. Member Dybing motioned to approve the budget for 2020. Member Bell seconded the motion. Motion carried all in favor.
- B. Chamber of Commerce Funding Request:** Chamber Director Andrzej Zalasinski requested funding in the amount of \$2000 for publishing of the Lanesboro Visitor Guide. Member Pieper joined the meeting at 10:32 a.m. Discussion was had regarding budget and the basis for the

request. Member Bell motioned to table the discussion. Member Pieper seconded the motion. Motion carried all in favor.

- C. Chapter 51 Amendments:** Clerical updates were noted on several ordinances within the chapter. Member Dybing motioned to approve the amendments. Member Bell seconded the motion. Motion carried all in favor.
- D. Chapter 52 Amendments:** Discussion was had regarding the definition of a “main.” Member Pieper offered that a main definition could be a line 4” or larger. While creating a second definition for existing smaller lines. Discussion will be continued next month; Administrator Peterson and Supervisor Wagner will offer suggested changes at that time.
- E. Frozen Water Lines Policy Amendment:** Continued until next month to further define the definition of a “main.”
- F. Continued Business:**
 - 1. Utility Policy Regarding Distributed Generation and Net Metering:** Member Pieper motioned to approve Resolution 2019-2 a Utility Policy Regarding Distributed Generation and Net Metering. Member Bell seconded the motion. Motion carried all in favor. Resolution will be shared with the City Council at the November meeting.
- A. Miscellaneous:**
 - 1. Work Session:** Commission members would like to hold a work session, in order to further discuss the Chamber request, and the definition of a water main. Members requested to meet Tuesday, October 22nd, 2019 at 5:30 p.m. Administrator Peterson will post the work session.

Next Meeting: Tuesday, November 19th, 2019 at 10:00 a.m.

Adjourn Regular Meeting: Motion was made by Commissioner Bell to adjourn the regular meeting of the Public Utilities Commission at 11:19 a.m. Motion was seconded by Commissioner Pieper. Motion carried all in favor.

Respectfully Submitted,

Michele Peterson
City Administrator/Clerk