

Lanesboro Public Utilities
Regular Meeting, City Council Chambers
Tuesday, November 21st, 2017 5:30 p.m.

Commissioners Present: Tom Dybing, Theresa Coleman and Char Brown

Absent: None

Staff Present: Jerod Wagner and Jim Peterson

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 amendment of: Adding Legacy Power Invoice of \$9,159.30 to Accounts Payable and adding Garbage Fund to Miscellaneous. Member Dybing seconded the motion. Motion carried, with members Brown and Dybing voting in favor and member Coleman voting against.
- **Consent Agenda:** Member Brown motioned to approve the Consent Agenda:
 - Minutes of the Regular Meeting, October 17, 2017
 - Accounts PayableMember Coleman seconded the motion. Motion carried all in favor.
- **Utilities Staff Update:** Jerod Wagner noted the following:
 - Site Project – New poles have been set, one for the new siren and one for the current siren across from the BP, which is being moved to the Water Treatment Facility. These two sirens will be remotely dispatched from the Sheriff’s office for weather events only. The siren at the Fire Hall will continue to ring for fire calls and the noon whistle.
 - Switchgear upgrade – Waiting for the final portion of the project to be bid out. Still hopeful that all completions can be done by the spring deadline to switch over from Delta to Wye. This portion will include rewiring the generators and replacing the batteries in the switchgear as well.
 - Nomax Coating on Wires – This coating is on several overhead wires entering into homes. The coating is beginning to break down on some of the wires and causing line loss as well as safety concerns. It was noted that there could be an opportunity to bury those affected lines. Estimates to determine number of properties affected as well as the specific areas of town will need to be attained to determine the overall impact.
 - MiEnergy – Currently switching to AMI meters, while we currently have AMR meters. They will be able to continue to read our meters for the time being. Our meters were installed in 2012; generally meters have a life span of 10 years. This item will need to be considered in the future. We currently have Badger meters which require Orion Software to read them.
 - Electrical and Water Loss – It was recently discovered that a renter of a home in town was bypassing the meters and using electricity and water. Utilities had been disconnected for non-payment. A short time later staff disconnected the electric from the meter, as it was apparent electricity was being utilized. After the property owner was able to evict them it was revealed that the water meter had also been bypassed.
- **Council Liaison Update:** No update was available.

Regular Business

- A. Resolution, Water Connection Verification:** Member Coleman motioned to approve Resolution 2017-02, regarding private waterline abandonment and imposing certain water connection charges and expenses. Member Brown seconded the motion. Motion carried all in favor.
- B. Wellhead Protection Plan:** Administrator Peterson reported that Phase 1 of the Wellhead protection plan is complete, and work has begun on Phase 2. The Wellhead Protection team of Peterson, Jim Peterson, Jerod Wagner, and Andy Drake are working with the State to complete Phase 2. All existing wells are being looked into, as if they are documented there could be future funding to seal a well no longer in use.
- C. Continued Business**
 - a. Waste Water Feasibility Study:** Item is tabled until February.
- D. Miscellaneous:**
 - a. Garbage Fund:** Member Brown noted that the Garbage Fund continues to accrue funds. Peterson noted this is due to past due accounts making payments. Discussion was then had regarding possible areas to transfer these funds to. Member Brown suggested the Sylvan Park Electrical Fund. Once all accounts are current Peterson will review the fund balance and make suggestions for transfer.
 - b. Water Meter Accuracy:** Jerod Wagner noted that one of the water meters at the Water Treatment Facility had been tested, and showed a 99.82% accuracy rate. It was noted that the second meter seemed to be mirroring the first, and therefore due to cost would not be tested at this time. Member Brown inquired as to next steps to find the unaccounted for water, Administrator Peterson will work with Peterson and Wagner to develop a plan to investigate.

Next Meeting: Tuesday, December 19th, 2017 at 5:30 p.m.

Adjourn Regular Meeting: Motion was made by Member Coleman to adjourn the regular meeting of the Public Utilities Commission at 5:51 p.m. Motion was seconded by member Brown. Motion carried all in favor.

Respectfully Submitted,

Michele Peterson
City Administrator/Clerk