

**Lanesboro Public Utilities
Regular Meeting, City Council Chambers
Tuesday, November 19th, 2019 10:00 a.m.**

Present: Tom Dybing, Jon Pieper, and Don Bell
Absent: None
Staff Present: Jerod Wagner
Visitors: Bonita Underbakke, Brian Malm, and Andrzej Zalasinski

Regular Meeting:

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

- A. Agenda:** Administrator Peterson requested that Ordinance 54.06 be moved to Regular Business, as well add Brewery to Miscellaneous. The agenda was approved by consensus.
- B. Consent Agenda:** Member Pieper motioned to approve the Consent agenda as amended. Member Bell seconded the motion. Motion carried all in favor.
 - Minutes of the Regular Meeting, October 15th, 2019
 - Accounts Payable
- C. Council Liaison Update:** Council Member Smith reported the Council had approved the Distributed Generation Policy as well as the Budget and rate changes for 2020 the LPU recommended. The Filthy 50 event was approved for 2020. Discussion was had regarding the radon testing completed, further investigation will be done at the Fire Hall and Museum. Discussion of two alleys had been tabled until further information could be gathered. Finally, the Council approved a vacation of the alley and street at the current sales barn location.
- D. Staff Update:** Supervisor Jerod Wagner attended the most recent UMMEG meeting in which voting was completed. Wagner remains on the steering committee. Wholesale electrical rates are expected to increase by 7.5% for 2020.

Wagner also reported that he now has access to a real-time dashboard for the solar installation. He will provide the commission with updates.

Administrator Peterson noted the purchase on 403 Ashburn was complete. Further discussion was then had regarding planning for future infrastructure projects. It was discussed that in 2020 we will have the Dam project, the school addition project, as well as the potential Wastewater Treatment Facility – for this reason no other projects are slated for 2020. City Engineer Brian Malm also discussed that we will be bidding out the WWTF in February of 2020, it is at that time that we will know what our funding package will look like. The Council will need to determine the best course of action from there. If the Council choses to wait, there is a five-year window to remain grant eligible.

Regular Business

- A. Wastewater Treatment Facility Screening Option:** City Engineer Brian Malm noted an open house was held the night before with about 10 people in attendance. A packet of the design concept was handed out and reviewed. The cost estimate for the design presented is between \$400,000 and \$500,000. Member Pieper motioned to recommend to Council the design concept presented, noting the need to address the concern for aesthetics. Member Dybing seconded the motion. Further discussion was had regarding the specific design elements. Motion carried with member Pieper and Dybing voting in favor, member Bell voted no.

Member Pieper then motioned to recommend to Council the inclusion of the design of the river access into the current project. Member Dybing seconded the motion. Motion carried all in favor.

- B. AT&T Lease:** Discussion was had regarding the other two vendors leasing tower space on the water towers. An offer from AT&T was received for \$1100 per month, with 10% escalation every 5 years. Member Pieper motioned to counteroffer \$1400 per month with a 2% escalation each year, the same as the agreements with the other vendors. Member Bell seconded the motion. Motion carried all in favor.
- C. Ordinance 54.06:** Administrator Peterson requested that the reconnection fee for utilities be raised from \$75 to \$250. Member Pieper motioned to accept the amended ordinance 54.06 while increasing the reconnection fee to \$250. Member Bell seconded the motion. Motion carried all in favor.

D. Continued Business:

- 1. Chamber of Commerce Funding Request:** Chamber Director Zalasinski offered an amended request for a donation of \$1000 instead of the original \$2000. Member Pieper motioned that no donation be granted. Member Bell seconded the motion. Discussion was had regarding the Utility funds, and that members felt those revenues should only be spent to further improve utility infrastructure for the community. Motion carried all in favor.
- 2. Chapter 52 Amendments:** Member Pieper motioned to approve Chapter 52 as amended. Member Bell seconded the motion. Motion carried all in favor.
- 3. Frozen Water Lines Policy Amendment:** Member Pieper motioned to approve the policy as amended. Member Bell seconded the motion. Motion carried all in favor.
- 4. Mapping:** Wagner and Peterson met with Bolton & Menk to discuss opportunities to improve the mapping of utilities. Bolton & Menk offered to loan a GIS unit as well as training to work on adding additional details. Member Bell offered to look into finding a Civil engineering student to work on this project. Discussion will be continued.

A. Miscellaneous:

- 1. Water Rates and Usage:** The commission requested an update on the amended water rates to see how things are tracking in 2019. Administrator Peterson will also provide updated fund balances and fund projections at the next meeting.
- 2. Infrastructure Improvements:** Administrator Peterson and Supervisor Wagner are planning and discussing future projects to ensure that both City and Public Utility needs are met.
- 3. Dam Repair:** Administrator Peterson noted that repairs to the Dam are scheduled to begin in the Spring of 2020.
- 4. Brewery:** Potential Brewery operators met with Bolton & Menk to review waste concerns. It was noted for the current business model, no pre-treatment will be necessary.

Next Meeting: Tuesday, December 17th, 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 11:14 a.m. Motion was seconded by Commissioner Pieper. Motion carried all in favor.

Respectfully Submitted,

Michele Peterson
City Administrator/Clerk