Lanesboro Public Utilities  
Regular Meeting  
Tuesday, December 21, 2021 10:00 a.m.  
Lanesboro Community Center Meeting Room and Zoom  

Present: Jon Pieper and Don Bell  
Absent: Elliot Riggott  
Staff/Council Present: Jerod Wagner and Mindy Albrecht-Benson  
Visitors: Brian Roelofs  

Regular Meeting: 

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

A. Agenda: Member Pieper motioned to approve the agenda with the additions of Underground Study and Carbon Neutrality. Member Bell seconded the motion. Motion carried with all in favor.  
B. Consent Agenda: Member Pieper motioned to approve the Consent agenda as presented. Member Bell seconded the motion. Motion carried with all in favor.  
   ● Minutes of the Regular Meeting, November 16, 2021  
   ● Accounts Payable  
C. Wastewater Treatment Facility Update: No update was available.  
D. Staff Update: Supervisor Wagner noted the following:  
   ○ The repair of the grinder pump, purchase of a sludge pump, and updating of the generator all in process.  
   ○ The UMMEG Rate Stabilization fund is currently running a larger deficit than anticipated, the current amount for Lanesboro’s share is $85,611.53, which would be invoiced after the first of the year.  
   ○ Work is being done planning for the 2022 and 2025 street projects, as well as consideration for the Valley Vista Development south of town. Additional discussion was had on the reliability of the current line feeding this area, as well as creation of a policy for who the homeowners should contact if there is a power outage in their area.  
E. City Council Update: Member Albrecht-Benson shared that the 2022 budget had been approved. The Council will hear a presentation regarding the Market & Calibration study for staff wages in January. From there consideration will need to be made for the Public Utilities staff wages, and the amount of cost of living adjustments for 2022. 

Regular Business: 

A. RLH Water Connection: Staff had identified an unmetered water service at this location. Member Pieper motioned to request a letter be issued to note metered services are required. Member Bell seconded the motion. Motion carried all in favor.  
B. Continued Business:  
   a. Parkway Market - Reimbursement Request: A notice from the League of Minnesota Cities was received stating the City of Lanesboro is not legally responsible for the damages incurred.
b. **Round-up Program:** Discussion was had regarding the possible options for continuing the program. Member Pieper motioned to discontinue the program. Member Bell seconded the motion. Discussion was then had regarding the initial intent of the funds, noting it was to set aside money for an Ambulance shed. Administrator Peterson will reach out to the Association and discuss the remaining funds. Motion carried with all in favor.

c. **Capital Projects:**
   i. **Pricing for replacing the relays as a 2021 project:** No new information was available.
   ii. **Quotes for valve replacement:** Supervisor Wagner noted that the valve replacement may need to be considered as part of a larger street project when that area is updated.

C. **Underground Study:** Members noted a desire to have a commitment from property owners prior to investing in the engineering fees necessary to design the project. Administrator Peterson will send out letters to property owners, noting the previous estimate for the work, and requesting a commitment to move forward from the property owner.

D. **Carbon Neutrality:** Members shared thoughts on building our community for the future, and taking things into consideration while planning for the future. A quote for retrofitting the Community Center lights to LED will be shared in January.

E. **Miscellaneous**
   a. **Storm Drainage:** Staff has determined that stormwater drainage from the Merchant’s Bank building is currently entering the sewer system. Member Pieper motioned to have a letter sent to the property owner requesting the drainage be sent out onto the street rather than the sewer system, as well to send a copy of the ordinance with the letter. Member Bell seconded the motion. Motion carried with all in favor.
   b. **Bell Letter:** Member Bell shared a letter he drafted to send to Government officials sharing Lanesboro’s desire to be a Beta testing facility. Member Pieper noted the letter should also be sent to our local representatives.
   c. **Thank you:** Member Pieper shared gratitude for Don Bell’s service to the commission.

**Next Meeting:** Tuesday, January 18, 2022 at 10:00 a.m.

**Adjourn Regular Meeting:** Motion was made by Commissioner Pieper to adjourn the regular meeting of the Public Utilities Commission at 10:53 a.m. Motion was seconded by Commissioner Bell. Motion carried with all in favor.

Respectfully Submitted,

Michele Peterson
City Administrator/Clerk