

**Lanesboro Public Utilities**  
**Regular Meeting**  
**Tuesday, April 21<sup>st</sup>, 2020 10:00 a.m.**  
**Meeting Conducted via Zoom with video and audio connections**

**Present:** Jon Pieper, Elliot Riggott and Don Bell  
**Absent:** None  
**Staff Present:** Jerod Wagner  
**Visitors:** Tom Smith and Darla Taylor

**Regular Meeting:**

Commissioner Pieper called the regular meeting to order at 10:04 a.m.

- A. Agenda:** Member Pieper motioned to approve the agenda as submitted. Member Riggott seconded the motion. Vote was done by roll-call, all in favor. Motion carried.
- B. Consent Agenda:** Member Pieper motioned to approve the Consent agenda as presented. Member Riggott seconded the motion. Motion carried all in favor.
- Minutes of the Regular Meeting, March 17<sup>th</sup>, 2020
  - Accounts Payable – Council Member Tom Smith, liaison to the commission, inquired to the bills for Normans Electric (Verizon project), MN DNR (DNR project), and Bolton & Menk (requesting all payables for this vendor for 2019 and 2020 be sent to him).
- C. Council Update:** Member Smith noted the following: Tom Dybing was appointed as an interim Council Member to fill Autumn Johnson’s seat, two residents attending the Local Board of Appeal and Equalization were referred to the County, there was also one reduction in value, and one increase in value. Council voted to keep public bathrooms closed as well as the campgrounds. The Council recommended the playground equipment, basketball, tennis courts, and ballfield be closed until further notice. Additionally, the Cartway petition received in February was withdrawn.
- D. Staff Update:** Utilities Supervisor Jerod Wagner reported the following:
- Repairs to the Water Treatment facility from water damage is currently being repaired.
  - School project is moving ahead, although there have been many issues related to the electrical portion of the project.
  - UMMEG is currently looking for a contractor to certify stack tests.
  - Staff members are finding odd jobs that need to be done as time allows.
  - Staff member Troy Shiltz is working on trimming the trees in the lines at the Lanesboro Car Wash today.
- E. Dam Project Update:** Project is progressing according to schedule; ICON Construction has been very good to work with. The level of the bass pond has lowered, however there is 600 gallons per minute being pumped into it, levels are being monitored. The changing water levels is keeping the muskrats away, although a special permit to trap may be looked into.

**Regular Business**

- A. COVID 19 Policy:** Member Pieper motioned to approve extending the cold weather rule, waiving late fees to those customers experiencing economic hardships, and creating payment

plans as needed. Member Riggott seconded the motion. Vote done by roll-call, all in favor.  
Motion carried.

**B. Continued Business:**

1. **Mapping:** This project is on hold at this time.
2. **Electric Rate Study:** Due to health concerns the study is taking longer than expected. More information will be presented when available.
3. **Mower:** Member Bell motioned to approve the purchase from Preston Equipment for the 2020 Z930M ZTrak. Member Riggott seconded the motion. Vote was done by roll-call, all in favor. Motion carried.
4. **Summer Help:** Discussion to be continued.
5. **Water Rates:** Discussion to be continued.
6. **Conservation Improvement Funds – Rebate Program:** Discussion to be continued.

**A. Miscellaneous:**

1. **Off Peak Metering:** Member Bell inquired regarding the ability to calculate on demand charges. Wagner noted that we currently do not have the ability to do this, however we may look at it with the rate structure review. Members also questioned what services could be included with this option.

**Next Meeting: Tuesday, May 19<sup>th</sup>, 2020 at 10:00 a.m.**

**Adjourn Regular Meeting:** Motion was made by Commissioner Riggott to adjourn the regular meeting of the Public Utilities Commission at 10:30 a.m. Motion was seconded by Commissioner Bell. Motion carried all in favor.

Respectfully Submitted,

Michele Peterson  
City Administrator/Clerk