

**Lanesboro Public Utilities
Regular Meeting
Tuesday, November 16, 2021 10:00 a.m.
Lanesboro Community Center Meeting Room and Zoom**

Present: Jon Pieper, Elliot Riggott, and Don Bell
Absent: None
Staff/Council Present: Jerod Wagner, Darla Taylor and Mindy Albrecht-Benson
Visitors: None

Regular Meeting:

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

- A. Agenda:** Member Riggott motioned to approve the agenda with the additions of Round-up and Carbon Neutrality. Member Pieper 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, October 19, 2021
 - Accounts Payable
- C. Wastewater Treatment Facility Update:** Administrator Peterson read an update from Bolton & Menk noting extensive cement, piping, and painting completions. Also noted was the patching on Coffee Street and the paving of the driveway approach to the house and the lift station.
- D. Staff Update:** Supervisor Wagner noted the following:
 - Mechanical issues have been addressed at the South Water Tower, programming will be updated to regulate the level in the tower.
 - UMMEG meeting was October 27, 2021. The group discussed cyber security as well as the consideration for coal plants shutting down. The closing of these plants is narrowing the availability of energy to purchase, and therefore driving costs up.
 - Due to our Market Based Rates for energy purchasing, we are estimated to owe \$66,779 at the end of this year. Protection measures have been implemented, with the creation of a rate mitigation fund, which was started in November of 2021.
 - Member Bell questioned a previous problem at the water tower. Wagner noted that this was an issue with our SCADA system, and the data not being able to be communicated between towers.
- E. City Council Update:** Member Albrecht-Benson shared that the Council had approved the budget submitted by the LPU Commission, which included the removal of the funding of the Economic Development Authority. Members noted a desire to include a 1/3 deduction each year for 2023, 2024, and 2025 to remove the funding for the Park Road and Auburn/Zenith projects. Those bonds will come due in 2028 and 2029.

Regular Business

- A. Lanesboro Housing Association:** A representative was not able to attend. Members noted a desire to see what other communities are doing for housing incentives. Discussion to be continued.

- B. Grinder Pump Repair Estimate:** An estimate in the amount of \$6,205 was received for the repair from Minnesota Pump Works. Member Pieper motioned to approve the quote as presented. Member Bell seconded the motion. Motion carried with all in favor.
- C. Utility Account Billing and Assessment Regulations:** Administrator Peterson shared the State statute as well as the current City Ordinances. Deputy Clerk Taylor had reviewed the multi unit properties in town and noted that all units have individual electric meters. All current utility accounts have both the renter and the owner listed on the account.
- D. Spill Prevention Control and Countermeasure Plan:** During a recent review from LMCIT noted that our current Spill Prevention Control and Countermeasure Plan was in need of being updated. A quote from Bolten & Menk noted a cost of \$6,500 - \$8,000 to update the plan. Member Riggott motioned to approve the updating of the plan by Bolton & Menk. Member Bell seconded the motion. Motion carried with all in favor.
- E. Continued Business:**
- a. Parkway Market - Reimbursement Request:** Final determination from the insurance company is still pending. For this reason member Pieper motioned to table the discussion until a determination is made. Member Riggott seconded the motion. Motion carried with all in favor.
 - b. Apartment Base Charges:** Discussion was held regarding the opportunity to create an electric apartment rate. It was noted that all multi units had individual electric meters. Additionally the determination between part time and full time residents, as well as usage amounts for electric customers had been reviewed. Members noted there did not appear to be a clear way to determine the qualifications to create an alternate rate. Member Pieper motioned to request Administrator Peterson draft a letter to the resident that inquired about the creation of the base charge noting that no action was taken. Member Riggott seconded the motion. Motion carried with all in favor.
 - c. Power Plant Repair:** Supervisor Wagner noted the repairs have been made, although during excavation a poured cement foundation was discovered, and therefore they were not able to go as low as anticipated. Tiling has been placed around the exterior of the building to help with water run-off.
 - d. Capital Projects:**
 - i. Pricing for replacing the relays as a 2021 project:** No new information was available.
 - ii. Updated estimate for a 6" sludge pump:** Supervisor Wagner presented an estimate of \$16,080 for a pump. Member Pieper motioned to approve the purchase using funds from the Vehicle Replacement Fund. Member Bell seconded the motion. Motion carried all in favor.
 - iii. Quotes for valve replacement:** No new information was able to be provided.
 - iv. Updated quote for Automating the Generator in 2022:** Member Pieper motioned to approve the quote from Farabee Mechanical in the amount of \$192,955 utilizing a two year payment plan. Member Riggott seconded the motion. Motion carried with all in favor.
- F. Round-up:** Member Pieper noted that the City council had suspended the round-up program due to the Ambulance Association noting they plan to dissolve the organization. Members asked Peterson to look into what other things the round-up dollars could be used for. It was noted that the remaining funds in the association will be spent on needs of the Ambulance and crew members.
- G. Carbon Neutrality:** Member Pieper questioned what type of efforts can be taken to increase Lanesboro's neutrality.

H. Miscellaneous

- a. **Commission Member 3 year term needed:** Member Bell has not opted to serve another term, and therefore applications are needed for this seat.

Next Meeting: Tuesday, December 21, 2021 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 10:58 a.m. Motion was seconded by Commissioner Riggott. Motion carried with all in favor.

Respectfully Submitted,

Michele Peterson
City Administrator/Clerk