

**Lanesboro Public Utilities
Regular Meeting
Tuesday, April 19, 2022 10:00 a.m.
Lanesboro Community Center Meeting Room and Zoom**

Present: Jon Pieper, Elliot Riggott, and Brian Roelofs

Absent: None

Staff/Council Present: Jerod Wagner, Darla Taylor

Visitors: Jason Resseman

Regular Meeting:

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

- A. Agenda:** Member Pieper motioned to approve the agenda as presented. Member Riggott seconded the motion. Motion carried with all in favor.
- B. Consent Agenda:** Member Pieper motioned to approve the Consent agenda with the following amendments to the minutes: Explanation on Professional Services expense, and Public comment clarification. Member Riggott seconded the motion. Motion carried with all in favor.
 - Minutes of the Regular Meeting, March 15, 2022
 - Accounts Payable
- C. Wastewater Treatment Facility Update:** Supervisor Wagner shared that although there have been some delays in receiving equipment, the plant is still on schedule for completion.
- D. Staff Update:** Supervisor Wagner noted the following:
 - The existing Wastewater facility has been experiencing equipment failures.
 - Hwy 250 campground will be combining two of its existing electric services.
 - The trailer mounted trash pump has arrived. The unit will be funded as a part of the Wastewater Treatment Facility project.
 - Meters have been ordered for the Emergency Services Building and will be installed. All water will then be able to be metered.
 - Members noted that the storm sewer grates on Hwy 250 near the Wastewater Treatment Facility are turned the wrong way. They appear to be a safety hazard to bicyclists. Wagner will follow up with Bolton & Menk.
- E. City Council Update:** There were no updates to be shared from the April City Council meeting.

Regular Business

- A. Continued Business:**
 - a. After Business Hours Utility Outage Discussion:** Administrator Peterson shared that staff have reviewed the possibilities, and feel that utilizing the CRC call center would be the best solution for after hour outages. Although funding was not provided as part of the 2022 budget, the recommendation was made to review once the year is half way through. A suggestion was made to utilize an on-call cell phone that could be shared amongst the staff. Supervisor Wagner noted concern for areas between Lanesboro and his home that do not have cellular coverage, often if a call comes in he is not alerted. Member Pieper motioned to table the discussion until July. Member Roelofs seconded the motion. Motion carried with all in favor.

- b. Fee Schedule:** Information was shared from the following communities: Preston, Chatfield, and Rushford. It was noted that Lanesboro currently charges \$750.00 per service. Supervisor Wagner offered that he believed the \$750 fee was adequate to cover expenses for new connections. Discussion was also had regarding the ability to charge a storm sewer fee. It was noted that there is an ordinance in place to allow for this, however at this time a fee has not been set-up. Member Pieper motioned to keep the connection fees the same as they currently are. Member Riggott seconded the motion. Motion carried with all in favor.
- c. Water Connection, RLH Grain:** RLH has purchased and will be installing a water meter for the existing hydrant outside. RLH will be responsible for removal and installation of the meter. The reads will be shared with the City Office for billing purposes.
- d. Capital Projects:**

 - i. Pricing for replacing the relays as a 2022 project:** Supervisor Wagner noted he would like to see the engine upgrade completed prior to looking into the need for relay replacement.
 - ii. Quotes for valve replacement:** Scheduling for valve replacement should be completed with street projects, as the valves are several feet underground. Additional discussion was had regarding budgeting for these projects. It was noted that due to the project to replace a valve, budgeting for those would be included in a larger project, and therefore a separate line item in the budget each year may not be necessary.
 - iii. Carbon Neutrality:** No updates were available.
 - iv. Drip Lines Investigations:** No updates were available.
 - v. Storm Sewer Investigations:** A database has been created, staff will work on this project as time allows.
 - vi. Land Acquisition:** No new sites have been reviewed. Member Pieper noted a possibility of the Linde farm on the west side of Lanesboro.
- e. Miscellaneous:**

 - i. Trash Pump Budget:** Member Pieper motioned to move the funding that had been set aside for the Trash Pump to the equipment fund. Member Riggott seconded the motion. Motion carried with all in favor.

Next Meeting: Tuesday, May 17, 2022 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 10:33 a.m. Motion was seconded by Commissioner Roelofs. Motion carried with all in favor.

Respectfully Submitted,

Michele Peterson
City Administrator/Clerk