

Approved 02/21/2023

**Lanesboro Public Utilities
Regular Meeting
Tuesday, January 17, 2023 10:00 a.m.
Lanesboro Community Center Meeting Room and Zoom**

Present: Jon Pieper, Elliot Riggott, and Brian Roelofs

Absent: None

Staff/Council Present: Deputy Clerk Darla Taylor and Member Mindy Albrecht-Benson

Visitors: Bonita Underbakke

Regular Meeting:

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

- A. Public Comments:** No comments were shared
- B. Agenda:** Member Riggott motioned to approve the agenda with the addition of Skid Steer to New Business . Member Roelofs seconded the motion. Motion carried with all in favor.
- C. Consent Agenda:** Member Roelofs motioned to approve the Consent agenda as presented. Member Riggott seconded the motion. Motion carried with all in favor.
 - Minutes of the Regular Meeting, December 20, 2022
 - Accounts Payable
- D. Wastewater Treatment Facility Update:** Supervisor Wagner the plant is operational and working well. The engineers are still working on adjusting the parameters in the system.
- E. Street & Utility Improvement Project Update:** Project is on hold until spring weather allows.
- F. Staff Update:** Supervisor Wagner noted that the electrical meters he is looking at having installed in town do have the capacity to read on demand. Tomorrow the Deden interconnection is planned for. Wagner spoke with Farabee regarding the engine upgrade for the generator, they noted they would be in town in three weeks. He requested that a minimum of two weeks notice be given so that they can plan accordingly. Wagner shared that the water meters generally have a lifespan of seventeen years, the current ones were installed in 2012. He is beginning the process to look into possible options for upgrading the meters.
- G. City Council Update:** Member Albrecht-Benson noted the Council approved the collection of the sewer charges. Administrator Peterson shared that there was not insurance coverage for such an error per the League of Minnesota Cities Insurance Trust.

Regular Business

- A. New Business:**
 - a. Base Fee Refund Request - Capua:** Administrator Peterson shared that the property up until recently had two electric meters. The reason for the two is not known. The ordinance was referenced that we are billing per meter, for this reason the Commission did not feel a refund was due. No action was taken.
 - b. Load Control Equipment Replacement:** Information from MiEnergy was shared regarding the number of equipment scheduled for replacement. Member Peiper motioned to not schedule the replacement of the units in town. Member Roeloffs seconded the motion. Motion carried with all in favor.
 - c. Skid Steer:** Information was shared regarding a potential shared purchase of a Skid Steer with the City. Vehicle Replacement schedules were reviewed, along with quotes

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for the unit as well as necessary attachments. Member Peiper motioned to table the discussion. Member Roelofs seconded the motion. Discussion will be continued, as well as be had by the City Council. Motion carried with all in favor.

B. Continued Business:

- a. **Base Charges for New Accounts:** Member Riggott questioned when billing should begin for base charges. Riggott shared definitions from within the ordinance for users as well as noted the ordinance does state billing shall begin once the meter is installed. He has a property that although the meters have been installed, there are no toilets or sinks to use the water, and doesn't anticipate having the units complete for 6-8 months. No action was taken, Member Riggott plans to remove the meters until he is ready for use.
- b. **Electric Meter Replacement:** Supervisor Wagner is waiting for final numbers from MiEnergy. Discussion to be continued once those figures are available.
- c. **Capital Projects:**
 - i. **Carbon Neutrality:** No new updates were provided.
 - ii. **Drip Lines Investigations:** No new updates were provided.
 - iii. **Storm Sewer Investigations:** No new updates were provided.
 - iv. **Land Acquisition:** Members reviewed the updated letter completed by the Engineers based on feedback from local farmers as to what information would be beneficial to know. Land size was questioned, Wagner will look into the average size needed for application and this information will be inserted into the letter. Letters will then be sent out to neighboring landowners.

Next Meeting: Tuesday, January 17, 2023 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 10:52 a.m. Motion was seconded by Commissioner Riggott . Motion carried with all in favor.

Respectfully Submitted,

Michele Peterson
City Administrator/Clerk