

Approved 02/20/2024

**Lanesboro Public Utilities Commission
Regular Meeting
Tuesday, January 16, 2024
Lanesboro Community Center Meeting Room & Zoom**

Present

Members: X Jon Pieper X Elliot Riggott Brian Roelofs
Staff: X Mitchell Walbridge X Darla Taylor X Jerod Wagner
Visitors: Mindy Albrecht-Benson, Bonita Underbakke, Andy Heimdahl

Regular Meeting:

City Administrator Walbridge called the regular meeting to order at 5:30 p.m.

Member Riggott entered a motion to appoint Member Pieper as commission chairman for 2024; Member Pieper seconded the motion. Motion carried with all in favor.

A. Public Comments: No public comments were shared.

B. Agenda: Administrator Walbridge requested that the commission consider revision of the November 13, 2023 regular meeting minutes as a new business agenda item. Member Riggott entered a motion to approve the agenda with the addition; Member Pieper seconded the motion. Motion carried with all in favor.

C. Consent Agenda:

a. Minutes of the December 18, 2023, Regular Meeting

b. Accounts Payable

Member Riggott entered a motion to approve the Consent Agenda; Member Pieper seconded the motion. Motion carried with all in favor.

D. Staff Update: Public Utilities Supervisor Jerod Wagner shared the LPU staff update:

- Electric meter deployment is to begin at the end of January.
- Continuing education for land application will be available to staff.
- The HMO feed system at the water plant had experienced issues. Jerod had obtained a quote for repair, but staff was able to get the issues resolved without the need for contracting with outside services.

E. City Council Update: Council member Albrecht-Benson shared the Highway 250 project has been moved to 2027.

New Business:

A. Nuvei Utility Billing Upgrade: Administrator Walbridge shared the contracts for the software platform were submitted and implementation should take place in the next two months.

B. Revision of November 13, 2023 Regular Meeting Minutes: Andy Heimdahl was present and requested the commission review the minutes from the November 2023 regular meeting. Heimdahl requested the wording where the brewery *'discontinued cooperation on November 6'* be removed. Heimdahl explained that on or about November 6 was the agreed upon date that the brewery could discontinue use of the holding tank. Member Pieper entered a motion to amend the minutes to state that Sylvan Brewing discontinued use of the holding tank on November 6; Member Riggott seconded the motion. Motion carried with all in favor.

Continued Business:

A. Lead Service Line Inventory: There was no update to share.

B. WWTF-Brewery: Administrator Walbridge shared with Andy Heimdahl that the city is preparing an industrial user agreement for him to review before a scheduled meeting between Sylvan Brewing management and city/LPU staff.

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C. Capital Projects:

- a. Land Application:** Supervisor Wagner shared land application went well in 2023.
- b. Electric Meter Replacement:** Meter replacement will begin in late January. Supervisor Wagner shared there is the potential for grant funding to be awarded to Lanesboro Public Utilities even after meter replacement is completed.

Member Riggott entered a motion to adjourn the meeting; Member Pieper seconded the motion. Motion carried with all in favor. Meeting adjourned at 6:07 p.m.

Respectfully submitted,

Mitchell Walbridge
City Administrator/Clerk