

**Lanesboro Public Utilities Commission
Regular Meeting Minutes
Monday, June 17, 2024
Lanesboro Community Center Meeting Room & Zoom**

Present

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

Regular Meeting:

Member Pieper called the regular meeting to order at 5:30 p.m.

A. Agenda: Member Pieper entered a motion to approve the agenda as presented; Member Riggott seconded the motion. Motion carried with all in favor.

B. Public Comments: No comments were shared.

C. Consent Agenda:

- a. Minutes of Regular Meeting, April 15, 2024
- b. Financial Summary, May 2024
- c. 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 staff update.

- Lanesboro Public Utilities hosted the March 31, 2024 UMMEG meeting. Discussion at the meeting largely focused on MISO's changes to diesel generation response requirements.
- Grant funding is still being pursued for the purchase of batteries that may be used for interim time during diesel generation runs.
- There are six electric meters remaining to be replaced in the city.
- The wastewater treatment facility is still not operating as it needs to reliably pass CBOD testing requirements. Wapasha Construction continues to work on projects that need to be completed. The commission members discussed implementing liquidated damages for the delays.

E. City Council Update: City Councilor Albrecht-Benson shared that the city council authorized funding contribution to cover part of the cost of the Case 580SN Backhoe replacement. Also, the city started its budgeting process for 2025 budgets.

Continued Business

A. Lead Service Line Inventory: Administrator Walbridge stated that the third-party contractor, Esri, has initiated the contract and Lanesboro Public Utilities has been reimbursed through the State of Minnesota for the contract cost. Work is expected to begin later this summer. It was noted that the identification of residential driplines is still intended to be completed as part of the inventory project.

B. Wastewater Treatment Facility Industrial User Agreement: Administrator Walbridge updated the commission that the final draft of the agreement was completed and will be shared with members. A copy of the agreement will also be sent to Andrew and Karen Heimdahl of Sylvan Brewing. The Heimdahls will have a period of time of 30 days to review the proposed permit agreement prior to having a meeting with city and public utilities staff.

C. Capital Projects: No updates on capital projects were provided. Supervisor Wagner is identifying projects to submit for the 2025 budget.

D. Semcac Conservation Improvement Program Contract: Administrator Walbridge shared there is adequate funding in the Conservation Improvement Program (CIP) fund to renew the contract with Semcac for low-income participants. Members discussed services for energy audits to be completed.

Approved 07/15/2024

Member Pieper entered a motion to renew the contract with Semcac; Member Roelofs seconded the motion. Motion carried with all in favor.

New Business

- A. 2024 Case 580SN Backhoe Purchase:** Administrator Walbridge shared the budget balance of the Lanesboro Public Utilities Vehicle Replacement Fund. \$28,821.48 has been budgeted for the replacement of the 2019 Case 580SN Backhoe. Staff recommended replacing the backhoe now due to the depreciation in trade-in value that will be seen if the trade-in is delayed to 2025. The city council authorized funding of up to \$37,463.00 from the city's vehicle replacement fund as the use of the backhoe is split between the public works department and the public utilities department. Member Riggott entered a motion to approve Lanesboro Public Utilities vehicle replacement funds to be used to contribute to the backhoe purchase; Member Pieper seconded the motion. Motion carried with all in favor.
- B. Commission Meeting Schedule:** Members noted there was not a need to change the meeting schedule and that members would communicate meeting change requests to Administrator Walbridge if a quorum is not available for the regular meetings.

Miscellaneous

- A. Rugby:** Supervisor Wagner shared there is an upcoming opportunity to join a wind generation contract through UMMEG which is referred to as Rugby. Supervisor Wagner will continue to keep commission members informed of additional information and Gary Price of UMMEG will be invited to a future meeting to discuss the Rugby contract and the financial components involved with the agreement.

Member Roelofs entered a motion to adjourn the meeting; Member Riggott seconded the motion. Motion carried with all in favor.

Next Meeting: Monday, July 15, 2024 at 5:30 p.m.

Respectfully submitted,

Mitchell Walbridge
City Administrator/Clerk