

Approved 09/18/2025

**Lanesboro Public Utilities
Regular Meeting Minutes
Monday, June 21, 2025 – 8:30 a.m.
Lanesboro Community Center Meeting Room & Zoom**

Members: ☒ Brian Roelofs ☒ Jon Pieper ☐ Elliott Riggott
Staff: ☒ Mitchell Walbridge ☐ Darla Taylor ☒ Jerod Wagner ☒ Michelle Marotzke
Guests: Bonita Underbakke, Joe Cullen, Alicia Pearson

Regular Meeting

Member Pieper called the regular meeting to order at 8:30 a.m.

- A. Agenda Approval:** City Administrator Walbridge requested that USDA Disaster Relief Grant Program be added to New Business. Member Pieper entered a motion to approve the agenda with the requested addition; Member Roelofs seconded the motion. Motion carried with all in favor.
- B. Public Comment:** No public comments were shared.
- C. Consent Agenda:**
- a. Accounts Payable
 - b. Minutes of Regular Meeting, June 16, 2025
 - c. Minnesota Municipal Utilities Association Delegate Appointment
 - d. FY2025 Quarter 2 Budget Report and Unaudited Fund Balances
- Member Pieper entered a motion to approve the Consent Agenda; Member Roelofs seconded the motion. Motion carried with all in favor.
- D. Staff Update:** Public Utilities Supervisor Jerod Wagner shared a staff update with the commission members.
- A sewer leak on Highway 16 was repaired in mid-July. The repair went well, though the roadway still needs to be patched.
 - Staff participated in a meeting with League of Minnesota Cities Insurance Trust staff members to discuss participation in an insurance premium reduction program. Many processes must be put in place and documented. Supervisor Wagner will continue to work with Administrator Walbridge on enrollment in the program.
 - The wastewater treatment facility has been working well, though the sampler tubing may be contributing to skewed testing. Supervisor Wagner has been periodically switching out the sampler tubing when CBOD test readings start to increase.
 - There have been inconsistencies with water pressure in town. Supervisor Wagner is investigating a potential improvement to a pressure reducer.
 - The timing of water tower maintenance is being planned for 2026.
- E. City Council Update:** Administrator Walbridge that the Feasibility Report for the TH250 Road/Utility Project was accepted at the July city council meeting. Municipal Consent on the project design will be considered at the September 2 city council meeting. City administration is working with the department managers on the 2026 preliminary budget.

Continued Business

- A. Wastewater Treatment Facility Update:** Administrator Walbridge shared that no response has been received from Wapasha Construction regarding the final pay request following the latest correspondence sent from Bolton and Menk, Inc.
- B. Sylvan Brewing, LLC Industrial User Agreement:** Economic Development Director Marotzke reported she met with the owners of Sylvan Brewing. At this time, they are still developing their plan to handle wastewater from the brewing process. While they are leaning towards a holding tank and metered

Approved 09/18/2025

release, Administrator Walbridge will reach out to Andy and Karen Heimdahl to request a presentation of their plan for the next utility commission meeting.

- C. Water Loss:** Supervisor Wagner is working with a contractor to schedule correlation testing, however a date has not yet been determined.

New Business

- A. USDA Disaster Relief Grant Program:** Administrator Walbridge and Economic Development Director Marotzke have been exploring the potential to obtain grant dollars to floodproof the City's power plant. There are disaster relief dollars available to mitigate any future flooding of the plant due to its proximity to the river. Director Marotzke stated that a preliminary engineering report, environmental narrative, and archaeological review are needed to apply for the grant. Member Pieper entered a motion to have staff develop a comprehensive Request for Proposals (RFP) to solicit for bids to collect the needed information; Member Roelofs seconded the motion. Motion carried with all in favor.

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

The meeting was adjourned at 8:57 a.m.

Next Meeting: August 18, 2025 at 8:30 a.m.

Respectfully submitted,

Mitchell Walbridge
City Administrator/Clerk