

Lanesboro Public Utilities Commission
Special Meeting Minutes
Monday, April 27, 2026 – 7:15 a.m.
Lanesboro City Council Chambers

Members Present:

Joe Cullen Jon Pieper Brian Roelofs

Staff Present:

Mitchell Walbridge Jerod Wagner Darla Taylor

Member Pieper called the regular meeting of the Lanesboro Public Utilities Commission to order at 7:20 a.m.

A. Agenda Approval: A motion was made by Member Roelofs to approve the agenda; Member Cullen seconded the motion. All members voted in favor; motion carried.

B. Public Comments: No public comments were shared.

C. Consent Agenda:

- a. Accounts Payable
- b. Minutes of Special Meeting, March 23, 2026

A motion was made by Member Roelofs to approve the Consent Agenda; Member Pieper seconded the motion. All members voted in favor; motion carried.

D. Staff Update: Public Utility Supervisor Jerod Wagner provided an update to the commission.

- Supervisor Wagner is working on how to identify electric outages more efficiently. Currently, Wagner needs to look up an outage by meter ID rather than by customer name or address.
- A new electrical service is being installed for Duschee Hills Dairy.

Continued Business

A. Discuss Wastewater Pre-Treatment Agreement with Sylvan Brewing: City Administrator Mitchell Walbridge and Utility Supervisor Wagner reported they did not receive any additional communication from Sylvan Brewing. A motion was made by Member Pieper to have staff and the city attorney send a cease-and-desist letter; Member Cullen seconded the motion. Members discussed ordinance enforcement provisions. All members voted in favor; motion carried.

Member Cullen left the meeting at 7:59 a.m.

New Business

A. Review of 2025 Lanesboro Public Utilities Audit: Members briefly reviewed the results of the audit, noting net gains in each of the utility water, sewer, and electric funds.

B. Consider Quote for Services from Farabee Mechanical Inc.: The commission reviewed a quote for services as part of the Minnesota Electrical Grid Resilience Grant project. Administrator Walbridge recommended approval of the quote with some allowance for the Administrator Walbridge to negotiate on warranty terms and liability insurance provisions. A motion was made by Member Pieper to approve the quote contingent upon the city administrator negotiating warranty terms and liability contract language; Member Roelofs seconded the motion. All members voted in favor; motion carried.

C. Consider Quote from Automatic Systems Co.: The commission reviewed a quote for services as part of the Minnesota Electrical Grid Resilience Grant project. Administrator Walbridge recommended approval of the quote under the same contingencies as the Farabee Mechanical Inc. quote. A motion was made by Member Pieper to approve the quote contingent upon negotiations by the city administrator; Member Roelofs seconded the motion. All members voted in favor; motion carried.

D. Consider Approval of Work Order for Power Plant Flood Mitigation: Administrator Walbridge explained that the commission previously awarded the project proposal submitted by Bolton and Menk, Inc. Now that a work order has been drafted, Administrator Walbridge requested approval of the work

order with a not-to-exceed price of \$20,000. A motion was made by Member Pieper to approve the work order; Member Roelofs seconded the motion. All members voted in favor; motion carried.

- E. Discuss North Water Tower Rehabilitation:** Administrator Walbridge presented a work order from Bolton and Menk, Inc. to facilitate design, bidding services, and construction oversight services for rehabilitation of the north water tower. Utility Supervisor Wagner stated that this project is due to be completed. A motion was made by Member Pieper to recommend approval of the work order with the public bidding process being implemented for the contracted work; Member Roelofs seconded the motion. Member Roelofs expressed he would like to see the construction oversight funds to be used conservatively. All members voted in favor; motion carried.

A motion was made by Member Pieper to adjourn the meeting; Member Roelofs seconded. All members voted in favor; Motion carried. The meeting adjourned at 8:12 a.m.

Respectfully submitted,

Mitchell Walbridge
City Administrator/Clerk