

**Lanesboro Public Utilities
Meeting Agenda
Monday, May 18, 2026 - 7:15 a.m.
Lanesboro City Council Chambers**

Zoom is provided to offer more accessibility to council and committee meetings.

However, due to potential technical issues, full functionality is not guaranteed.

<https://us02web.zoom.us/j/82471344034?pwd=YRbxDSbmeWaWBjlA3ZVACseHpCJJyf.1>

Meeting ID: 824 7134 4034 | Passcode: 138050

Call to Order

A. Agenda Approval

Motion _____ **Second** _____

B. Public Comment

C. Consent Agenda

 a. Accounts Payable

 b. Minutes of Special Meeting, April 27, 2026

Motion _____ **Second** _____

D. Staff Update

E. City Council Update

Continued Business

New Business

Next Meeting: Monday, June 15, 2026 at 7:15 a.m.

Adjourn Regular Meeting

Commission Members: Jon Pieper, Joe Cullen, Brian Roelofs

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

DRAFT

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Payments

Current Period: May 2026

Payments Batch 05152026PAY						\$229,096.38
Refer	120328	<u>WAGNER, JEROD G</u>		-		
Cash Payment	E 640-60400-135	Employer Paid Other	cell phone			\$25.00
Invoice						
Cash Payment	E 620-60200-135	Employer Paid Other	cell phone			\$12.50
Invoice						
Cash Payment	E 610-60100-135	Employer Paid Other	cell phone			\$12.50
Invoice						
Transaction Date	4/28/2026	Checking	10101	Total		\$50.00
Refer	120329	<u>NORBY, JEFF</u>		-		
Cash Payment	E 640-60400-135	Employer Paid Other	cell phone			\$25.00
Invoice						
Cash Payment	E 620-60200-135	Employer Paid Other	cell phone			\$12.50
Invoice						
Cash Payment	E 610-60100-135	Employer Paid Other	cell phone			\$12.50
Invoice						
Transaction Date	4/28/2026	Checking	10101	Total		\$50.00
Refer	120330	<u>THE LINCOLN NATIONAL LIFE INS</u>		-		
Cash Payment	E 640-60400-134	Employer Paid Life	Reference # 4969869210			\$50.52
Invoice		5/8/2026				
Cash Payment	E 620-60200-134	Employer Paid Life	Reference # 4969869210			\$25.26
Invoice		5/8/2026				
Cash Payment	E 610-60100-134	Employer Paid Life	Reference # 4969869210			\$25.26
Invoice		5/8/2026				
Transaction Date	4/28/2026	Checking	10101	Total		\$101.04
Refer	120331	<u>MINNESOTA ENERGY RESOURCE</u>		-		
Cash Payment	E 610-60100-380	Utility Services (GENER				\$385.82
Invoice	5897262122	4/21/2026				
Cash Payment	E 620-60200-380	Utility Services (GENER				\$36.34
Invoice	5897774180	4/21/2026				
Cash Payment	E 620-60200-380	Utility Services (GENER				\$331.62
Invoice	5897517891	4/21/2026				
Cash Payment	E 640-60400-380	Utility Services (GENER				\$328.04
Invoice	5897804616	4/21/2026				
Cash Payment	E 640-60400-380	Utility Services (GENER				\$10.50
Invoice	5899552560	4/22/2026				
Cash Payment	E 620-60200-380	Utility Services (GENER				\$5.25
Invoice	5899552560	4/22/2026				
Cash Payment	E 610-60100-380	Utility Services (GENER				\$5.25
Invoice	5899552560	4/22/2026				
Transaction Date	4/28/2026	Checking	10101	Total		\$1,102.82
Refer	120341	<u>FILLMORE COUNTY</u>		<u>Ck# 043709 4/28/2026</u>		
Cash Payment	E 323-60100-300	Professional Srvs (GEN	Temporary Easements - Batch 3 Recording Fees			\$69.00
Invoice						
Cash Payment	E 423-60100-300	Professional Srvs (GEN	Temporary Easements - Batch 3 Recording Fees			\$69.00
Invoice						

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Payments

Current Period: May 2026

Transaction Date	4/28/2026	Checking	10101	Total	\$138.00
Refer	120342 ACENTEK				-
Cash Payment	E 640-60400-321 Telephone				\$111.21
Invoice	13454559	5/1/2026			
Cash Payment	E 620-60200-321 Telephone				\$111.32
Invoice	13454559	5/1/2026			
Cash Payment	E 610-60100-321 Telephone				\$149.49
Invoice	13454559	5/1/2026			
Transaction Date	4/29/2026	Checking	10101	Total	\$372.02
Refer	120343 DAIRYLAND POWER COOPERATIV				-
Cash Payment	R 640-60400-36200 Miscellaneous Reven	Return Dairyland Shcolarship 2026			\$1,000.00
Invoice					
Transaction Date	5/1/2026	Checking	10101	Total	\$1,000.00
Refer	120344 BADGER METER				-
Cash Payment	E 640-60400-300 Professional Srvs (GEN				\$57.89
Invoice	80233560	4/29/2026			
Transaction Date	5/1/2026	Checking	10101	Total	\$57.89
Refer	120345 KENNEDY & GRAVEN, CHARTERE				-
Cash Payment	E 323-60100-300 Professional Srvs (GEN				\$1,941.00
Invoice	193134	4/30/2026			
Cash Payment	E 423-60100-300 Professional Srvs (GEN				\$1,941.00
Invoice	193134	4/30/2026			
Transaction Date	5/4/2026	Checking	10101	Total	\$3,882.00
Refer	120346 BOLTON & MENK				-
Cash Payment	E 323-60100-303 Engineering Fees				\$78,701.42
Invoice	0393926	4/30/2026			
Cash Payment	E 423-60100-303 Engineering Fees				\$78,701.41
Invoice	0393926	4/30/2026			
Transaction Date	5/4/2026	Checking	10101	Total	\$157,402.83
Refer	120347 MN DEPT OF REVENUE				Ck# 039035E 5/5/2026
Cash Payment	E 640-60400-450 Sales Tax Paid				\$3,044.00
Invoice					
Transaction Date	5/5/2026	Checking	10101	Total	\$3,044.00
Refer	120348 CORE & MAIN				-
Cash Payment	E 620-60200-402 Repairs/Maint Structure				\$1,476.29
Invoice	V000035715	4/29/2026			
Transaction Date	5/5/2026	Checking	10101	Total	\$1,476.29
Refer	120349 GOPHER STATE ONE-CALL				-
Cash Payment	E 640-60400-438 Gopher One Locates				\$14.85
Invoice	6040538	4/30/2026			
Transaction Date	5/5/2026	Checking	10101	Total	\$14.85
Refer	120350 UC LABORATORY				-
Cash Payment	E 620-60200-300 Professional Srvs (GEN				\$556.72
Invoice	127773	5/4/2026			
Transaction Date	5/5/2026	Checking	10101	Total	\$556.72

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Refer	120351	<u>LANESBORO PUBLIC UTILITIES</u>		-		
Cash Payment	E 610-60100-380	Utility Services (GENER				\$191.64
Invoice		5/4/2026				
Cash Payment	E 610-60100-380	Utility Services (GENER				\$130.05
Invoice		5/4/2026				
Cash Payment	E 610-60100-380	Utility Services (GENER				\$138.44
Invoice		5/4/2026				
Cash Payment	E 610-60100-380	Utility Services (GENER				\$311.33
Invoice		5/4/2026				
Cash Payment	E 610-60100-380	Utility Services (GENER				\$1,400.62
Invoice		5/4/2026				
Cash Payment	E 610-60100-380	Utility Services (GENER				\$190.62
Invoice		5/4/2026				
Cash Payment	E 640-60400-380	Utility Services (GENER				\$677.30
Invoice		5/4/2026				
Cash Payment	E 610-60100-380	Utility Services (GENER				\$230.70
Invoice		5/4/2026				
Cash Payment	E 620-60200-380	Utility Services (GENER				\$1,408.44
Invoice		5/4/2026				
Transaction Date	5/5/2026	Checking	10101	Total		\$4,679.14
Refer	120352	<u>T & R ELECTRIC</u>		-		
Cash Payment	E 640-60400-500	Capital Outlay (GENER	150 KVA 3phase pad mount			\$9,210.74
Invoice	187295	5/1/2026				
Transaction Date	5/5/2026	Checking	10101	Total		\$9,210.74
Refer	120353	<u>MIENERGY COOPERATIVE</u>		-		
Cash Payment	E 640-60400-260	Meter Hosting & Monitor				\$330.00
Invoice	488783	4/30/2026				
Transaction Date	5/7/2026	Checking	10101	Total		\$330.00
Refer	120354	<u>R C T SEWER & VAC</u>		-		
Cash Payment	E 620-60200-300	Professional Srvs (GEN	Legion alley repair			\$2,207.50
Invoice	1281	4/26/2026				
Transaction Date	5/7/2026	Checking	10101	Total		\$2,207.50
Refer	120355	<u>AMAZON CAPITAL SERVICES</u>		-		
Cash Payment	E 640-60400-210	Operating Supplies (GE				\$9.31
Invoice	1LKK-MNNH-3RQ4	5/7/2026				
Cash Payment	E 620-60200-210	Operating Supplies (GE				\$4.65
Invoice	1LKK-MNNH-3RQ4	5/7/2026				
Cash Payment	E 610-60100-210	Operating Supplies (GE				\$4.65
Invoice	1LKK-MNNH-3RQ4	5/7/2026				
Transaction Date	5/7/2026	Checking	10101	Total		\$18.61
Refer	120356	<u>AMAZON CAPITAL SERVICES</u>		-		
Cash Payment	E 610-60100-210	Operating Supplies (GE				\$29.91
Invoice	1KF4-7VVP-4XY7	4/29/2026				
Cash Payment	E 620-60200-210	Operating Supplies (GE				\$52.99
Invoice	11JF-V3FT-YCFP	4/27/2026				
Transaction Date	5/7/2026	Checking	10101	Total		\$82.90
Refer	120357	<u>UMMEG</u>		-		

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Cash Payment	E 640-60400-218 Purchased Power				-\$1,782.69
Invoice 3233	5/7/2026				
Cash Payment	E 640-60400-218 Purchased Power				\$5,202.50
Invoice 7973	5/7/2026				
Cash Payment	E 640-60400-218 Purchased Power				\$3,342.79
Invoice 7987	5/7/2026				
Transaction Date	5/11/2026	Checking	10101	Total	\$6,762.60
Refer	120358 <i>FRONTIER ENERGY, INC.</i>				-
Cash Payment	E 640-60400-300 Professional Svcs (GEN				\$37.25
Invoice 200315	5/8/2026				
Transaction Date	5/11/2026	Checking	10101	Total	\$37.25
Refer	120359 <i>MN PEIP</i>				-
Cash Payment	G 640-21708 Health Insurance				\$1,554.81
Invoice 1629518	5/10/2026				
Cash Payment	G 620-21708 Health Insurance				\$777.40
Invoice 1629518	5/10/2026				
Cash Payment	G 610-21708 Health Insurance				\$777.41
Invoice 1629518	5/10/2026				
Transaction Date	5/11/2026	Checking	10101	Total	\$3,109.62
Refer	120360 <i>STAR ENERGY SERVICES</i>				-
Cash Payment	E 640-60400-300 Professional Svcs (GEN				\$24,404.43
Invoice 26322	4/30/2026				
Transaction Date	5/11/2026	Checking	10101	Total	\$24,404.43
Refer	120361 <i>BRUENING ROCK PRODUCTS, INC</i>				-
Cash Payment	E 620-60200-402 Repairs/Maint Structure	Rock for Legion alley repair			\$338.34
Invoice 395056	4/30/2026				
Transaction Date	5/11/2026	Checking	10101	Total	\$338.34
Refer	120362 <i>DAIRYLAND POWER COOPERATIV</i>				-
Cash Payment	E 640-60400-218 Purchased Power				\$8,551.29
Invoice 3852	5/11/2026				
Transaction Date	5/11/2026	Checking	10101	Total	\$8,551.29
Refer	120363 <i>AMAZON CAPITAL SERVICES</i>				-
Cash Payment	E 640-60400-210 Operating Supplies (GE				\$57.75
Invoice 17J6-6HH6-VMQH	5/11/2026				
Cash Payment	E 620-60200-210 Operating Supplies (GE				\$28.87
Invoice 17J6-6HH6-VMQH	5/11/2026				
Cash Payment	E 610-60100-210 Operating Supplies (GE				\$28.88
Invoice 17J6-6HH6-VMQH	5/11/2026				
Transaction Date	5/12/2026	Checking	10101	Total	\$115.50

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Fund Summary

	10101 Checking
323 2024A HWY 250 WATER	\$80,711.42
423 2024A HWY 250 SEWER	\$80,711.41
610 WATER FUND	\$4,025.07
620 SEWER FUND	\$7,385.99
640 ELECTRIC FUND	\$56,262.49
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	\$229,096.38

Pre-Written Checks	\$3,182.00
Checks to be Generated by the Computer	\$225,914.38
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Total	\$229,096.38