Approved 01/21/2025

Lanesboro Public Utilities Commission
Regular Meeting Minutes
Thursday, November 21, 2024 – 8:00 a.m.
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:	Bonita Underbakke, Karen Heimdahl		

Regular Meeting

City Administrator Walbridge called the regular meeting to order at 8:05 a.m. Member Roelofs entered a motion to designate Member Riggott as chairperson of the meeting as Member Pieper was not yet present; Member Riggott seconded the motion. Motion carried with all in favor.

A. **Agenda:** Administrator Walbridge requested that the Significant Industrial User Agreement be added as Item E under Continued Business. Member Riggott entered a motion to approve the agenda with the requested addition; Member Roelofs seconded the motion. Motion carried with all in favor.
B. **Public Comments:** No public comments were shared.
C. **Consent Agenda:**
    a. Minutes of Regular Meeting, October 28, 2024
    b. Accounts Payable
    c. October 2024 Financials
    d. Member Roelofs entered a motion to approve the Consent Agenda; Member Riggott seconded the motion. Motion carried with all in favor.

Member Pieper joined the meeting at 8:08 a.m.

D. **Staff Update:** Public Utilities Supervisor Jerod Wagner shared the staff update.
    - The MPCA permit process was completed and biosolids have been land applied. 87,000 gallons were hauled out.
    - The Minnesota Electrical Grid Resiliency grant application was submitted.
    - Work continues to resolve heating, wi-fi, and other punch list items continue to be worked on.
    - Electric service for Rick Lamon's house has been extended.
    - Tree trimming has been put on hold due to weather.
E. **City Council Update:** City Council Member Albrecht-Benson reported the City continues to work on securing short-term financing for the TH250 road and utility construction project.

Continued Business

A. **Consideration of EV Charger Maintenance and Service Plan:** Member Pieper entered a motion to renew the service plan for a period of five years and recommend rates of $0.20/kWh and a $0.99 guest fee; Member Roelofs seconded the motion. During discussion, members compared the proposed kWh rate to those of other EV charging stations in the region. Following this discussion, Member Pieper amended his original motion to recommend a rate of $0.30/kWh. Member Roelofs seconded the amendment. The amendment to the original motion passed unanimously.
   The amended motion—to renew the service plan for five years with rates of $0.30/kWh and a $0.99 guest fee—was then voted on and passed unanimously.
B. **Consideration of Minnesota Electric Grid Resilience Grant Program – Cash Commitment:** Administrator Walbridge explained that under the terms of the grant, Lanesboro Public Utilities may need to have cash up front for expenses and submit for reimbursement through the grant program.

Member Pieper entered a motion authorizing cash commitment of up to $250,000; Member Riggott seconded the motion. Motion carried with all in favor.

C. **Consideration of 2025 Final Budget:** Member Pieper entered a motion to approve the 2025 final budget; Member Riggott seconded the motion. Motion carried with all in favor.

D. **Consideration of 2025 Utility Rates:** Administrator Walbridge recommended a 2% increase to Electric, Water, and Sewer rates to help stabilize each utility fund and address any potential operating deficits for FY2025. Member Riggott moved to recommend a 2% increase to the Electric, Water, and Sewer base charges, tiered usage rates, and the sewer improvement fee. Member Pieper seconded the motion. The motion carried unanimously. The rate recommendations will be forwarded to the Lanesboro City Council for consideration and ordinance revision.

E. **Industrial User Agreement:** Administrator Walbridge explained he held off scheduling a meeting between Lanesboro Public Utilities and Sylvan Brewing, LLC (Karen and Andy Heimdahl) as he was unsure what the commission members want in a proposed agreement. To start, commission members explained that they would like any agreement to enforce reporting requirements for: products being discharged into the public sewer system, discharge volumes, discharge schedules, testing requirements and expectations, and a reporting structure for when incidents occur. Members stated that an initial agreement should be less punitive than was previously presented, but if a user does meet the definition of a *significant industrial user* and additional agreement will be needed. No action was taken this day.

Next Meeting: Monday, December 16, 2024 at 5:30 p.m.

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

The regular meeting adjourned at 9:04 a.m.

Respectfully submitted,

Mitchell Walbridge
City Administrator/Clerk