

PUBLIC UTILITIES COMMISSION

REGULAR MEETING

January 24, 2018, 1:00 P.M.

Pursuant to due call and notice thereof, the Regular Meeting of the Public Utilities Commission, City of Princeton, was held in Commission Offices, 907 First Street, on January 24, 2018, at 1:00 P.M.

Present: Chairman Henry Findell and Commissioners George Freichels and Mindi Siercks.

Absent: None

Also Present: Manager Connie Wangen, Bookkeeper Kathy Ohman, City Councilor Jack Edmonds, Electric Supervisor Jon Brooks, and Water Superintendent Scott Daniels.

Meeting was called to order by Chairman Findell at 1:00 P.M.

Chairman Findell called for additions or deletions to the agenda. Additions: New Business: C. Spill Containment Plan; D. Trainings and Meetings.

Ms. Siercks moved to approve the Minutes of the December 27, 2017 meeting. Mr. Freichels seconded. Motion carried unanimously.

Mr. Freichels moved to appoint Ms. Siercks Chairman for the 2018 year and Mr. Findell seconded. Motion carried unanimously.

Mr. Freichels moved to appoint Kathy Ohman as Secretary/Treasurer for the 2018 year. Ms. Siercks seconded. Motion carried unanimously.

Mr. Freichels moved to designate all local financial institutions as well as Northland Trust as official depositories of the Commission for the 2018 year. Mr. Findell seconded. Motion carried unanimously.

Mr. Findell moved to designate the *MILLE LACS UNION-TIMES* as the official paper of the Public Utilities Commission for the 2018 year. Mr. Freichels seconded. Motion carried unanimously.

Manager Wangen reported the following:

- A. The SMMPA Meeting was held January 11th, 2018 in Rochester, Minnesota at the SMMPA office. At the beginning of each year, members are given a performance summary of SMMPA's generation sources. The Owatonna Energy Station is in the final stages of testing and should be available for commercial operation in the near future. The 2018 Spring Informational Meeting on March 29th which will be held in Princeton. Dinner will be at 5:30 with the meeting to follow.
- B. In the Generation Plant, they were very busy cleaning up and organizing. The gaskets for the turbo charger on Engine #4 are in and have been installed.

In the Electric Department, the line crew has been trimming trees and doing shop and truck maintenance. They have met with SEH on the electric system Distribution Study. They have a projected completion date in February 2018.

In the Water Department, they were helping in the Generation Plant and on Engine #4. They have also been doing water treatment plant maintenance. Killmer Electric will be on site tomorrow to install the VFD in Well #7.

- C. Kwik Trip and Casey's are moving forward. There is a pre-con meeting set in February for the round-about on Highway 95 and 21st Avenue. Steven's Restaurant has been sold and has closed. A Pizza Pub will be going into this building.
- D. Our MPCA Title V Air Permit expired in May 2017. Manager Wangen with help from Engineer Zipf completed and submitted the renewal application in 2016 which is for a 5-year permit. The MN Pollution Control Agency is now reviewing the permit and was on-site on January 23rd. They toured the plant and reviewed the record keeping. The new permit should arrive by June 2018. Travis Zipf, our mechanical engineer, was a tremendous help with the application and on-site visit.
- E. Manager Wangen has attended meetings with SMMPA and MMUA lately regarding Distribution Generation Rules and Policies which include private solar generation and wind power. It is recommended all municipal utilities create and adopt a set of rules and a policy and contracts. Over the next month, Manager Wangen will be working on the rules and a policy to be brought to the Commission in February.

The Electric and Water Service Line Protection Fee is being added to residential customer bills this month. Residential customers will be receiving a \$1.00 charge for Electric Service and \$1.00 for Water Service on their bills monthly.

Manager Wangen has been meeting with commercial customers to inform them of our solar choice plan. PUC Commission discussion purchasing solar panel subscriptions in both the Electric Department and Water Department. Mr. Findell made a motion to approve a 10-year subscription for 10 panels for Water Treatment Plant #1 and 5 panels for the Electric Line Crew Shop. Mr. Freichels seconded. Motion carried unanimously.

Manager Wangen presented to the PUC Commission an addition to the 2018 Capital Budget requesting to purchase a cab for the John Deere Utility Tractor during the winter months for snow blowing. A quote was obtained for a hard cab which would stay on year-round at a cost of \$5,800.00. A soft sided cab with a hard top which could be removed during the spring to fall months would cost \$1,200.00 to \$1,300.00. Mr. Freichels made a motion to purchase a soft cab for the John Deere Utility Tractor at a price of \$1,300.00. Mr. Findell seconded. Motion carried unanimously.

T-Mobile has submitted drawings and designs for additional equipment they would like to add to their antenna on the Middle Water Tower.

Resolution 18-01 RESOLUTION OF THE PUBLIC UTILITIES COMMISSION OF THE CITY OF PRINCETON REGARDING AUTHORIZING THE SERVICES OF MINUTEMAN PRESS, PRINCETON, MN for the use of their services for printing and web design/upgrades in the amount of \$233.20 through January 24, 2018 was presented. Mr. Findell made a motion to accept Resolution 18-01. Mr. Freichels seconded. Ms. Siercks abstained from voting.

Manager Wangen reported the Spill Containment Plan needs to be updated which includes looking at our substations, transformers, engines and covers what we will do to contain a spill. Mr. Findell made a motion to move forward with a spill containment plan. Mr. Freichels seconded. Motion carried unanimously.

Corey Z. and Paul P. will be attending the MMUA Meter School in Marshall in February which is part of the apprenticeship program.

The attached list of bills was reviewed and approved by the Commission.

There being no further business, meeting adjourned at 2:32 p.m.

Mindi Siercks
Chairman

Kathy Ohman
Secretary