

PUBLIC UTILITIES COMMISSION

REGULAR MEETING

November 28, 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 November 28, 2018, at 1:00 P.M.

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

Absent: None

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

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

Chairman Siercks called for additions or deletions to the agenda. Additions: New Business: E. Window Tinting Film, Erdman Development Fire Hydrant; FYI: A. December Calendar, and B. Christmas Lighting Contest.

Mr. Findell moved to approve the Minutes of the October 24, 2018 meeting. Mr. Freichels seconded. Motion carried unanimously.

Manager Wangen reported the following:

- A. The SMMPA Board Meeting was held November 14th in Rochester at the Rochester Public Utilities. Main topics of the meeting, SMMPA is conducting studies on future generation post 2030. There was also a discussion on the Mora Landfill Gas Generator. Energy production has been running low but the landfill is making improvements to the generator. It was approved at the board meeting to continue with this contract.
- B. In the Electric Department, the line crew has been working on the rear lot line in the Riverview Terrace area trimming and clearing up brush and removing old overhead lines. They will also be working in the alley at 8th and 9th Avenue going south. A rented mini linesman was used for these projects. The upgrade in the Fairgrounds area is completed.

In the Generation Plant, they have been concentrating on the Jacket Water System. Moorhead Machinery and Boiler Repair did the repair work on the boiler and also on the flue box.

In the Water Department, they are getting close to finishing up numbering and placing collars on hydrants that need to be flushed after use. Total Control will be in Princeton tomorrow to start transferring to the new scada system.

- C. The official Franchise Fee Agreement has been received along with the ordinances. It has been approved by the Princeton City Council.

Manager Wangen reported we have received the final invoice from KLM Engineering for the Middle Water Tower Restoration. Credit of \$3,600.00 will be given for landscaping that PUC will do in the spring. Mr. Findell made a motion to approve final payment of \$45,394.70 to KLM Engineering for the Middle Water Tower Restoration. Mr. Freichels seconded. Motion carried unanimously.

A bid package has been put together for AMI metering and has gone out to our vendors that provide electric and water meters to us for bid. The bid opening will be December 14th, 2018.

Manager Wangen has a meeting schedule for Monday at 9:00 AM with the School District Superintendent to discuss their private well, irrigation and rates.

In reviewing the service rules this year, there was a discussion on changing the PUC bills due date from the 10th of the month to the 12th of the month. Mr. Findell made a motion to approve to change the due date from the 10th of the month to the 12th of the month beginning January 1, 2019. Mr. Freichels seconded. Motion carried unanimously.

Manager Wangen presented a reduction in electric rates to the PPUC Commission to take effect February 1, 2019. After a discussion, Mr. Freichels approved reducing electric rates by approximately 4%, leaving the flat customer charge the same. Mr. Findell seconded. Motion carried unanimously.

Manager Wangen presented a reduction in water rates to the PPUC Commission to take effect February 1, 2019. After a discussion, Mr. Findell approved reducing the water commodity charges, leaving the flat customer charge the same. Mr. Freichels seconded. Motion carried unanimously.

Resolution 18-12 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 \$804.61 through November 28, 2018 was presented. Mr. Findell made a motion to accept Resolution 18-12. Mr. Freichels seconded. Ms. Siercks abstained from voting.

In working on our Emergency Action Plan, estimates were received to tint the windows in the front office with a safety film. Blinds are recommended for the General Manager's windows. Mr. Freichels approved the installation of tinted safety film on the office windows at a cost of \$2,876.00 along with blinds. Mr. Findell seconded. Motion carried unanimously.

With Erdman Automation expanding their building, they are in need of fire protection closer to their building. There was a discussion on capping the existing hydrant and installing a new one closer. Mr. Freichels made a motion for PPUC to provide the hydrant with the City of Princeton and Erdman Automation sharing the cost of installing the hydrant. Mr. Findell seconded. Motion carried unanimously.

The 2019 SMMPA schedule was presented to the Commission.

Jon B., Scott D., Jeremy L. and Connie W. will be attending the MMUA Technical and Operators Conference in St. Cloud next week. On Thursday, December 6th SMMPA will be making a presentation at the Princeton Council Study Session at 4:30 p.m. There was a discussion and approval to move the December PPUC Commission Meeting from December 26th at 1:00 p.m. to December 19th at 9:00 a.m. On December 13th at the Princeton Council Meeting they will be appointing the new PPUC Commission Board Member.

After a discussion, it was the consensus of the Commission to move the regularly scheduled Commission Meeting from December 26th at 1:00 p.m. to Wednesday, December 19th at 9:00 a.m.

Judging for the 2018 Christmas Lighting Contest will be the week of December 10th.

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

There being no further business, meeting adjourned at 3:03 p.m.

Mindi Siercks
Chairman

Kathy Ohman
Secretary