

PUBLIC UTILITIES COMMISSION

REGULAR MEETING

February 27, 2019, 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 February 27, 2019, at 1:00 P.M.

Present: Chairman Mindi Siercks and Commissioners Henry Findell and Dan Erickson.

Absent: None

Also Present: Manager Connie Wangen, Bookkeeper Kathy Ohman, City Councilor Jack Edmonds, Electric Superintendent Jon Brooks, Water Superintendent Scott Daniels, Dave Schultz from WSB, 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: Ownership of the Princeton Public Utilities Buildings and Real Estate.

Mr. Findell made a motion to approve the agenda of the February 27, 2019 Regular PUC Commission Meeting. Mr. Erickson seconded. Motion carried unanimously.

Mr. Findell moved to approve the Minutes of the January 17, 2019 meeting. Mr. Erickson seconded. Motion carried unanimously

Mr. Erickson made a motion to approve the accounts payable listing for the period of January 1, 2019 through January 31, 2019. Mr. Findell seconded. Motion carried unanimously.

General Manager Wangen reported the following:

- A. The monthly SMMPA Board Meeting was held February 13th in Spring Valley, Minnesota. General Manager Connie Wangen attended the meeting via remote access. Discussions at the meeting included beginning of the year policies and 2018 year in review. There was also a discussion on the electric vehicle meeting. SMMPA will be hosting another meeting on March 26th on electric vehicles. The Spring Informational Meeting will be held in New Prague on March 28th. SMMPA staff will be attending the PUC Regular Commission Meeting on March 27th at 1:00 P.M. which will be held at Princeton City Hall. They will be doing a presentation on SMMPA.
- B. In the Electric Department, the line crew has been doing quite a bit of snow plowing. They are also clearing the snow around fire hydrants, transformers and cabinets. One switch cabinet was hit by a city employee while plowing snow near Princeton City Hall. PUC employee Tom Otto has been plowing snow for the City of Princeton. Another 4-plex is being built in Pondview Acres. The contractor will be completing application to have electric plowed in now.

1. During the Polar Vortex from January 29th through the 31st, 2019 PUC generated electricity for approximately 30 hours along with a number of other SMMPA members by orders from MISO. SMMPA will be having a meeting on March 20th in the Cities for all utilities that generated electricity during that time.
2. General Manager Wangen reported the DG Interconnection reports and filing requirements that were approved at the December 2018 PUC Commission Meeting will now need to be changed. These requirements are for any customer wanting to produce solar or wind power generation. The Minnesota Public Utilities Commission has changed the requirements and guidelines. She will be attending a training session conducted by MMUA regarding these changes.

In the Generation Plant, the employees have been doing maintenance on the engines. The #7 Cat Engine was called to run this past weekend. In April there will be required exhaust emissions testing done.

The first order for AMI meter upgrading has been placed. 700 electric meters and 200 water nodes have been ordered but are 16 to 20 weeks out for delivery.

- C. In the Water Department, T-Mobile has yet to complete their upgrade and go back on the Middle Water Tower since the restoration. Manager Connie Wangen will be sending a letter to T-Mobile asking them to go back on the tower. Verizon has gone back on the tower but have an extensive upgrade to do. New cabinets have been installed in Water Treatment Plant #1. Total Control continues working on upgrading the scada system.
- D. City of Princeton updates included City Administrator Bob Barbian being contacted by a company to put small cells on Rum River Drive. He will do more research on small cells in regards to the city ordinance and requirements. Provisions to the lease have been provided to AT&T. Roger Winkelman would like water extended to his 5-acre property on the south side of Princeton. He would need to annex this property into the City of Princeton.
- E. General Manager Connie Wangen reported commercial lighting rebates issued in January and February totaled \$12,289.00. Utility bills will be mailed today with the beginning of the City of Princeton's Franchise Fee. On February 7th, General Manager Connie Wangen, Water Superintendent Scott Daniels, Electric Superintendent Jon Brooks and Commissioner Dan Erickson met with Princeton Mayor Brad Schumacher, City Administrator Bob Barbian, and City Councilor Jack Edmonds to go over the buildings and real estate owned by the PUC, financials, and other PUC information. On Saturday, February 16th lineman Jeremy Linden received a call from Mille Lacs County Dispatch asking him if he could assist in shutting the power off in the Industrial Park. He did tell dispatch the Industrial Park was Connexus service territory. He was told the Princeton Fire Chief requested PUC to come out. A truck with the box lifted was in the power lines. Jeremy Linden located and opened the switches and shut the 3-phase power off.

General Manager and Water Superintendent Scott Daniels have met with Crystal Cabinets and they have given their verbal approval to have a survey done for the relocation of the water main in the Sherburne County Roundabout. Working with WSB, they have confirmed there is an easement. A temporary easement signed by Crystal Cabinets would be needed for construction. Plans will need to be drawn up to go out for bids. A minimum of two quotes are required. Mr. Erickson made a motion to give authorization to proceed with relocating the water main in the Sherburne County Roundabout. Mr. Findell seconded. Motion carried unanimously.

The liability coverage waiver form was presented to the PUC Commission which includes \$500,000.00 cyber security insurance. Mr. Findell made a motion to approve the tort liability coverage limits of \$1,500,000 from the League of Minnesota Cities Insurance Trust for 2019, the PUC does not waive the monetary limits on municipal tort liability established by Minnesota Statutes 466.04. Mr. Erickson seconded. Motion carried unanimously.

General Manager Connie Wangen brought up the discussion on the PUC Board Meeting start times. Board Meetings have started at 1:00 P.M., however the question was brought up to look into starting at a later time so customers could attend the meetings. After a discussion, it was the consensus of the PUC Commission to leave the start time of the regular meetings at 1:00 P.M. with the ability to change the start time for special occasions.

Verizon Wireless has been looking at placing small cell antennas on the street light poles on Rum River Drive for 5G interconnections. Verizon Wireless has contacted Manager Connie Wangen and she will be working with them directly.

Resolution 19-03 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 \$348.20 through February 27, 2019 was presented. Mr. Erickson made a motion to accept Resolution 19-03. Mr. Findell seconded. Ms. Siercks abstained from voting.

There was a discussion on the ownership of the Princeton Public Utilities Commission buildings and real estate and what rights the City of Princeton would have with the property. The consensus of the PUC Commission was General Manager Connie Wangen check with other municipal utilities and model after them. She will speak with an attorney if necessary.

General Manager Connie Wangen reported the Princeton Business Expo will be held on March 9th at the Princeton High School. Princeton Public Utilities Commission will have a booth at the Expo promoting electric and water. SMMPA will participate in the booth also.

There being no further business, Mr. Findell made a motion to adjourn the meeting at 3:31 p.m. Mr. Erickson seconded. Motion carried unanimously.



Mindi Siercks
Chairman



Kathy Ohman
Secretary