

PUBLIC UTILITIES COMMISSION

REGULAR MEETING

March 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 March 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, 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: D. Minnesota Pollution Control Agency On-Site Evaluation; and Miscellaneous: B. Audit Schedule.

Mr. Findell moved to approve the Minutes of the February 28, 2018 meeting. Mr. Freichels seconded. Motion carried unanimously.

Manager Wangen reported the following:

- A. The SMMPA Meeting was held March 14th, 2018 in North Branch. Manager Wangen was unable to attend the SMMPA Meeting as she was at a MMUA Workshop. After reviewing the minutes from the SMMPA Meeting, they reviewed their 2017 audit which was approved.
- B. SMMPA's Spring Informational Meeting will be held tomorrow, March 29th, in Princeton. Dinner will be served at 5:30 with a one hour meeting to follow.
- C. Paul P. passed his Class C Water License exam he took in March at the MN Rural Water Conference in St. Cloud. Corey Z. will be taking his final exam in the 4-year apprentice lineman class.

In the Electric Department, the line crew has been tearing down old overhead lines that have been replaced with underground. They have also been doing general maintenance inside the shop. We have received the permit from MN-DOT to cross the highway for the roundabout on Highway 95. We will be pulling a spare duct under the highway for future use.

In the Water Department, they have been doing general maintenance in the water treatment plants. The new reclaim meter has been installed in Well #7. The meters at wells #8 and #9 have been recalibrated.

- D. Aldi's has submitted their site plan to the City of Princeton. Kwik Trip is scheduled to start building in the fall. The new Casey's store will start this summer.

- E. The MPCA is moving forward with the Air Permit renewal. They are confident we will receive our permit this summer.
- F. Engineer Zipf has all the information he needs from the PPUC to complete the updating of the spill containment plan.

The current AMR meters were installed in 2005 to 2006. These meters are nearing the end of their life expectancy. AMI meters are a two-way communication with gateways put out in the system to send and receive the radio communication. The water meters that are in the homes can be upgraded to AMI meters by replacing the nodes on the meters. There are approximately 1,800 water meters in the system. With the electric meters, the entire meter would be replaced. The cost of upgrading to AMI metering was discussed. Part of the cost includes a project management fee. Remote disconnect is an option available in the meters at an additional cost. If approved, upgrading to AMI metering would be included on the 2019 budget. If we proceed to AMI, Manager Wangen feels upgrading the commercial customers first makes sense as there are issues with some meters. Water meters will take longer to upgrade as meters are located inside the customers' homes. Mr. Findell made a motion to continue moving forward with AMI metering. No second. Mr. Freichels made a motion to table AMI metering until the April, 2018 Commission Meeting. Mr. Findell seconded. Motion carried unanimously.

Two applications for the scholarship were received this year. Both scholarship applications were very well researched and written. There was a discussion to award both entrants the local scholarship and choosing one to move on to the state level. Mr. Freichels made a motion to approve awarding both entrants our local scholarship of \$500.00 each with the application from one being forwarded to the state level. Mr. Findell seconded. Motion carried unanimously.

Resolution 18-05 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 \$216.26 through March 28, 2018 was presented. Mr. Findell made a motion to accept Resolution 18-05. Mr. Freichels seconded. Ms. Siercks abstained from voting.

Manager Wangen reported the MPCA stopped in the PPUC office for an on-site inspection on Tuesday, March 20th. She received through e-mail a completed compliance evaluation.

In April, Scott S. and Kenny E. will be attending Generation School in Owatonna. Tim B. and Corey Z. will be attending Substation School in Rochester. There will also be Onsite Apprenticeship Training and JT&S Training along with our regular Safety Training. There will also be a Development Review Meeting on April 12th at 1:00 PM. Jon B. and Scott D. will be attending this meeting.

The auditors will be in our office May 1st, 2nd, and 3rd, 2018 for the 2017 Audit.

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

There being no further business, meeting adjourned at 2:23 p.m.

Mindi Siercks
Chairman

Kathy Ohman
Secretary