

PUBLIC UTILITIES COMMISSION

REGULAR MEETING

April 25, 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 April 25, 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, Lead Lineman Jeremy Linden, 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. Cut Off / Disconnect Policy; and E. North Substation Switch.

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

Manager Wangen reported the following:

- A. The SMMPA Board Meeting was held April 11th, 2018 in St. Paul during the MMUA Legislative Meeting. Manager Wangen was unable to attend the SMMPA Board Meeting and has not received the minutes from this meeting as of April 25th. The next SMMPA Meeting will be held May 9th in Preston.
- B. SMMPA's Spring Informational Meeting that was held on March 29th in Princeton went very well with a good turnout. SMMPA was very appreciative of PPUC's hospitality.
- C. In the Generation Plant, Ziegler is on site to replace some bearing seals on the generator shaft on the Cat #7 Engine which is covered under PPUC's warranty plan. Ziegler tested the lamp panel on the Cat. #7 Engine. When the button was pushed, everything but the Cat turned on as if the Cat was running. Ziegler fixed the panel which was a wiring issue. Ziegler also detected seeping oil in front of the governor. They are going to discuss this repair with their maintenance program as to whether to repair or replace the governor. This will also be covered under our warranty plan. Ziegler took a sample of the sludge that was in the front part of the engine. Anti-Freeze has been detected in the sludge which will be addressed.

In the Electric Department, Corey Z. has completed and passed his final exam in the NW Lineman Apprenticeship Program. Jeremy L. has completed the course and will be taking his final exam soon.

Larger projects budgeted for this year will include looping the electric from Sterling Pointe and Fairview Hospital including the new specialty care unit. This will be a priority project. This year, they will also be upgrading to 7200V from the Fairgrounds east. Once this has been upgraded, most everything south of Highway 95 will be 7200V. The line crew has been tearing down a lot of old overhead that has been put underground, finished tree trimming and shoveling snow.

In the Water Department, PPUC has budgeted approximately \$100,000.00 to relocate the water main that is going north of Highway 95. Scott D. has been working with Dave Schultz and WSB for an estimate on this project. The quote has come in just over \$100,000.00 which will need us to go out for bids.

- D. Manager Wangen has been contacted by Aldi's regarding their electric service as well as Kwik Trip and West Birch Townhomes. Casey's has not contacted the PPUC. Bills will be going out with recomputed sewer charges for 2018 based on the past winter water usage. The City of Princeton has subscribed to 15 solar panels for a 10-year period, matching the PPUC.

Knife River Construction has been awarded the bid for the roundabout on Highway 95 and 21st Avenue. Total cost of the project is approximately \$1,578,000.00. Of this cost, Federal funding is approximately \$794,000, State funding is approximately \$236,000.00, a TED Grant for approximately \$110,000.00, which leaves the Local Share of the project at approximately \$437,700.00. Total cost for moving the water main is \$73,321.25. Based on the percentages, the local share of the construction charges is \$13,197.83. Local share of the total cost of the water main which includes engineering fees is \$20,529.95. No formal request for funds has been made at this time. The electric utilities will also need to be moved. We have received the required permit to cross Highway 95 from MN DOT. The cost to move the electric utilities should be \$15,000.00 to \$20,000.00 which is budgeted for 2018.

- E. Auditors will be at the PPUC Office next week, May 1st, 2nd, and 3rd, 2018.
- F. There will be two to three board seats opening up on the Minnesota Municipal Utilities Association (MMUA) Board this year. Manager Wangen has been approached to run for a board seat.

Manager Wangen reported she has been speaking with Cannon/Eaton and Attorney Dove regarding AMI metering cost. Pricing from Eaton is guaranteed for 60 days. She will have a thorough discussion with the auditors when they are at PPUC. The Distribution Study, which was completed this past year with SEH, could have been more accurate had there been AMI meters instead of the AMR meters. Transformer sizing could have been more precise.

The contractor is back on site to complete the Middle Water Tower restoration. They have started painting today.

Manager Wangen and Scott D. have spoken with Josh Utsch from the consulting firm for Princeton Schools regarding extending their private well by the Middle School for irrigating the old and new ballfields. He has stated the PPUC will need to meet with the School District directly.

The 2017 Electric Department unaudited year end budget recap was presented to the PUC Commission. Total operating revenue in the Electric Department was under budget approximately 4%, with expenses being under budget approximately 5%.

The 2017 Water Department unaudited year end budget recap was presented to the PUC Commission. Total operating revenue in the Water Department was under budget approximately 2%, with expenses being under budget approximately 24%.

National Drinking Water Week is May 6th through May 12th. The PUC will be promoting water week, focusing on conservation. The PPUC will also be promoting tours of the Water Treatment Plants along with handing out refreshments.

Resolution 18-06 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 \$33.64 through April 25, 2018 was presented. Mr. Findell made a motion to accept Resolution 18-06. Mr. Freichels seconded. Ms. Siercks abstained from voting.

Manager Wangen reported the current cut off or disconnect policy states there will be a \$50.00 reconnect fee charged during business hours and \$100.00 after business hours to reconnect service. Currently we are reconnecting customers up to 7:00 PM. Some customers that have been disconnected pay online during the evening. Mr. Findell made a motion for reconnects only to be done during business hours. Mr. Freichels seconded. Motion carried unanimously.

The North Substation switches which are from between 1959 and 1961 are not operating properly. The last time they had the switches open, it was hard to close them. Electric Supervisor Jon B. will be getting a quote from Okay Construction to replace the switches and bring back to the Commission.

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

There being no further business, meeting adjourned at 2:05 p.m.

Mindi Siercks
Chairman

Kathy Ohman
Secretary