

PUBLIC UTILITIES COMMISSION

REGULAR MEETING

June 27, 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 June 27, 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 1:03 P.M.

Chairman Siercks called for additions or deletions to the agenda. Additions: Reports and Correspondence: I. MPCA Air Permit Renewal; New Business: C. 13th Avenue North; and Miscellaneous: A. MMUA Summer Conference.

Manager Wangen presented to Corey Z. his certificate of completion for MMUA's 4-Year Northwest Lineman Apprenticeship Program.

Mr. Findell moved to approve the Minutes of the May 23, 2018 meeting. Ms. Siercks seconded. Motion carried unanimously.

Manager Wangen reported the following:

- A. The SMMPA Board Meeting was held June 13th, 2018 in Princeton. At the meeting, they talked about future generation planning and Sherco 3. They also discussed the boiler and machinery insurance renewal. SMMPA went out for quotes on the insurance which is currently with Travelers. They have received quotes from other insurance companies. SMMPA and member cities are looking into this more. The meeting was held at the Public Safety Building.
- B. In the Generation Plant, Ziegler installed new aqua coolers in the Cat Engine #7. After running the engine, they found a small leak in the rear housing which needs repair. The governor also needs to be looked at. The Generation Plant employees are assisting the line crew.

In the Electric Plant, the line crew has the Northland Drive loop completed which went very well. They now have the option to run off of two separate circuits in that area.

In the Water Department, the Middle Water Tower restoration is completed. We are waiting for a final review from KLM. The water main by the roundabout is done. They have started digging footings for the new Aldi's store and we are waiting to do the inspection there.

- C. SMMPA sponsored a Crisis Communication Seminar in Owatonna on Tuesday, June 26th and was attended by Manager Wangen, Jon B., and Scott D. There was a lot of information on dealing with the media and reporters in the event of a crisis. Damage control includes returning phone calls to reporters, asking them questions, and deciding what you want. On Thursday, June 28th, Manager Wangen will be meeting with MMUA to complete a safety evaluation of our safety coordinator.
- D. Aldi's is moving forward. The roundabout is going well and is being blacktopped today. West Birch Estates' plans have gone out to all the supervisors. There is a meeting scheduled for supervisors on July 9th. There will be new WAC fees required as they will be connecting into West Branch Street which is a new connection. Sherburne 55+ Development will be meeting with Manager Wangen and Scott D. Building for Kwik Trip will start late fall this year.
- E. The 2017 Audit is complete and the final letter and audit was included in each packet.
- F. Manager Wangen included updated electric rate comparison with PPUC and surrounding Co-ops. She will be putting more information in the next newsletter.
- G. Manager Wangen is continuing to work on the MPCA Air Permit renewal with Travis Zipf, our engineer. Going forward, there will be quite a bit more recordkeeping required

Manager Wangen reported she has met with Bremer Bank regarding the Federal Home Loan Bank letter of credit vs pledged collateral. She has also spoken with PPUC attorneys regarding this. By providing an irrevocable standby letter of credit, Bremer Bank will increase rates on CD's and interest on money market accounts. The City of Princeton, Mille Lacs County and other public facilities have already gone with the letter of credit. Mr. Findell made a motion to approve receiving an irrevocable standby letter of credit from Bremer Bank. Mr. Freichels seconded. Motion carried unanimously.

The Middle Water Tower restoration has been completed and we are waiting for a final review. Verizon has already placed their equipment and antenna back on the tower and are completing the painting. T-Mobile is waiting to do their re-installation after their system upgrade is completed later this fall.

The update to the City Ordinance prohibiting private wells has been completed and was presented to the city council meeting two weeks ago for the first reading. The council meeting was attended by Manager Wangen and Scott D. The final reading will be presented for final approval at the City of Princeton Council Meeting tomorrow. Manager Wangen and Scott D. will attend this meeting.

At the May 2018 PPUC Commission Meeting, the consensus of the Commission was to go out for public bid on the relocation of the water main that runs in the alley north of Highway 95. This project is set to go out for sealed bids. Mr. Freichels made a motion to approve going out for sealed bids on relocating the water main to Rum River Drive and 5th Street. Mr. Findell seconded. Motion carried unanimously.

At this time, the SCADA system for the water department is in need of being upgraded. This has been budgeted for since 2014 in the amount of \$41,200.00. The original system was installed in 2007 and runs the wells and monitors the towers. Mr. Freichels made a motion to upgrade the SCADA system in the Water Department with Total Control at a cost of \$23,145.29 for the SCADA PC hardware and software updates and \$10,941.00 for communication hardware and software updates. Mr. Findell seconded. Motion carried unanimously.

Two quotes have been received to repair the tuck points on the warehouse and the curb on the south side of the line crew shop. The cost to repair the tuck points on the warehouse is \$1,900.00 and the cost of the curb at the line crew shop is \$2,300.00. Mr. Findell made a motion to approve the repair work on the warehouse and line crew shop. Mr. Freichels seconded. Motion carried unanimously.

Resolution 18-08 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 \$12.50 through June 27, 2018 was presented. Mr. Findell made a motion to accept Resolution 18-08. Mr. Freichels seconded. Ms. Siercks abstained from voting.

Manager Wangen reported the water pressure on 13th Avenue North has gotten very low. The lines were pressure tested and there may be a water leak. Four homes are on this water line. Manager Wangen would like to replace the ¾" line with a 2" line, tapping into 1st Street which would fix all four homes. We have received quotes estimating the cost to be approximately \$10,000.00. Mr. Findell made a motion to approve replacing the water line on 13th Avenue North connecting to 1st Street. Mr. Freichels seconded. Motion carried unanimously.

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