

PUBLIC UTILITIES COMMISSION

REGULAR MEETING

August 28, 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 Princeton City Hall, 907 1st Street, on August 28, 2019, at 1:00 P.M.

Present: Chairman Mindi Siercks and Commissioners Dan Erickson and Greg Hanson.

Absent: None

Also Present: Manager Keith Butcher, Bookkeeper Kathy Ohman, City Councilor Jack Edmonds, Electric Superintendent Jon Brooks, Water Superintendent Scott Daniels, Dave Schultz from WSB, City Administrator Bob Barbian, Union Times Reporter Tim Hennagir, and PUC customers Rick Schwartz, Kevin and Andrea Gerrard.

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

Chairman Siercks called for additions or deletions to the agenda. Additions: Other Business: B. Rum River Drive Water Main Relocation Final Payment; B. Salvation Army Heat Share.

Mr. Erickson made a motion to approve the agenda of the August 28, 2019 Regular PUC Commission Meeting with the additions. Mr. Hanson seconded. Motion carried unanimously.

Mr. Erickson moved to approve the Minutes for the July 24, 2019 meeting. Mr. Hanson seconded. Motion carried unanimously.

During Public Comment, PUC customer Kevin Gerrard who lives at 411 North Rum River Drive had asked for information from General Manager Keith Butcher which he felt was incomplete when he received it. He had asked for a copy of the permit with the DNR for crossing Rum River Drive with the PUC water main. When Manager Keith Butcher looked into this, we were informed by the DNR there are not permits, but a license to cross Rum River Drive had been issued. A copy of the license was forward to Manager Keith Butcher from the DNR which in turn was forward on to Kevin Gerrard. At this time, he would also like a copy of the application for the license. In Kevin Gerrard's request for information, he was asking for any and all documents pertaining to the water main which is located near his property and was installed in approximately 1969. It was stated that Kevin Gerrard has been provided copies of the maps of the water main previously. I was also stated that the PUC would need to know specifically what he is wanting copies of. Documents from the late 1960s have been filed and would need to be gone through. Kevin Gerrard also stated he would like copies of the engineering maps and which pipes are coming in and out of the whole area. General Manager Keith Butcher stated any requests for copies are to be sent in writing, to be as detailed as possible and to be as specific as possible to what is requested.

Mr. Erickson made a motion to approve the accounts payable listing for the period of July 1, 2019 through July 31, 2019 including Minuteman Press invoices from May 22, 2019 through August 28, 2019. Mr. Hanson seconded. Motion carried unanimously.

General Manager Butcher reported the following:

- A. The SMMPA Board Meeting was held August 14th y 10th in Fairmont, Minnesota. SMMPA will be going out for bond issuance on the Badger-Coulee project. Legal documents will need to be signed confirming details of our power service contract. SMMPA is researching an EV charging station project. MISO is looking at a potential change in the future on capacity payments on Engine #7, but there will be no impact at this time.
- B. MMUA had their annual meeting on August 20th and 21st. The meeting was very informative. They discussed AMI metering and the benefits of having AMI meters. They continuing to work on carbon reduction efforts, distributed generation and interconnection rules at the State and Federal level. Former General Manager Connie Wangen received MMUA's Community Service Award which was well deserved. MMUA dues for Princeton will be increase 1.38% in 2020. Articles of Incorporation were also updated.
- C. In the Generation Plant, have been checking the intercoolers at higher temperatures and pressures with no leaks being detected on Cat #7 Generator. They did identify where the leak is coming in the piping. That pipe will be replaced. The warranty service agreement on the Cat #7 Generator is up for renewal on January 1, 2020. They will be running generators tomorrow.

In the Electric Department, the line crew will have the upgrade on the Rainbow Park Project completed in a couple weeks. They have also been working on tree trimming and installing new services.
- D. In the Water Department, there was a planned outage on August 22, 2019 to replace a fire hydrant. In an effort to communicate the outage, it was posted on Facebook, notice was e-mailed to the customers we had e-mail addresses for and door hangers were also posted on the doors of customers that would be affected by the outage. Repainting of the fire hydrants has been completed. T-Mobile has completed their upgrade on the Middle Water Tower. The lawn at the Middle Water Tower has been reseeded after completion of the restoration.
- E. City Administrator Bob Barbian reported the Great Northern Trail is breaking ground next week. The new Dairy Queen will be issued an early start permit for their excavation. The City of Princeton will take the lead on the 33rd Street and 83rd Avenue project in Princeton Township. This project will be done jointly with the City of Princeton and Princeton Township. On September 5th, 2019 there will be a meeting at Princeton City Hall to review Princeton Public Utilities audit with the City Council. PUC auditor Keith Porter will be attending this meeting.
- E. General Manager Keith Butcher reported he is currently working on updating the Wellhead Protection Plan with the MN Department of Health. Since our drinking water supply management area remains the same, MDH is allowing the PUC to use the Easy Plan and will avoid hiring a consultant. A posting for an Electric Journeyman lineman will be in the paper for two weeks. Legal representation for the PUC will be changing from Dove Freitland, PLLP to McGrann Shea Carnival Straughn & Lamb. Manager Keith Butcher has met with the MN Department of Labor and Industry to update the Northwest Lineman Apprenticeship Program. The PUC has received the results from the copper/lead water testing from the MN Department of Health. Letters with the findings will be mailed to all customers who participated in the testing. City Administrator Bob Barbian stated he would like to be involved in the Wellhead Protection Plan meetings. A meeting is scheduled with the MN Department of Health in September.

General Manager Keith Butcher reported he has a new contact person to speak with on a work flow study. He will look into this further and report back to the PUC Commission.

General Manager Keith Butcher reported he does not have an update on the fleet management program.

General Manager Keith Butcher has been working on a Reserve Policy and Methodology. There are several aspects to look at when developing a Reserve Policy including operating and maintenance expenses, power costs, historical investments, annual debt payments, and a five-year capital plan. The financial position of the PUC does impact the City of Princeton's bond ratings.

SMMPA is pursuing the installation of EV chargers throughout the SMMPA community. SMMPA will provide the chargers free of cost and the PUC would be required to do the installation. The estimated cost to install three level two chargers and one DC fast charger would be between \$10,000.00 and \$12,000.00.

General Manager Keith Butcher presented updates on the PUC rates listed on the Cogeneration and Small Power Production Tariff to the PUC Commission for approval. The 2018 PUC rates were currently listed on the tariff. Mr. Hanson made a motion to approve the updated 2019 rates on the Cogeneration and Small Power Production Tariff. Mr. Erickson seconded. Motion carried unanimously.


Resolution 19-09 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 total amount of \$5,544.81 from May 22, 2019 through August 28, 2019 was presented. Mr. Hanson made a motion to accept Resolution 19-09. Mr. Erickson seconded. Ms. Siercks abstained from voting.

General Manager Keith Butcher is looking at the potential of a customer interested in an economic development tariff offered through SMMPA. The PUC would need to pass their own tariff in order to offer this credit. This tariff would be funded through SMMPA.


Manager Keith Butcher has received the final invoice from WSB for the retainage on the Rum River Drive water main relocation. Mr. Dan Erickson made a motion to approve payment of the final retainage on the Rum River Drive water main relocation. Mr. Hanson seconded. Motion carried unanimously.

Princeton Public Utilities has participated in the Salvation Army Heat Share program for several years. Customers may contribute to the Heat Share program and the PUC will match those contributions up to \$50.00. Mr. Hanson made a motion for the PUC to continue participating in the Salvation Army Heat Share program. Mr. Erickson seconded. Motion carried unanimously.

There being no further business, Mr. Erickson made a motion to adjourn the meeting at 2:32 p.m. Mr. Hanson seconded. Motion carried unanimously.



Mindi Siercks
Chairman



Kathy Ohman
Secretary