

PUBLIC UTILITIES COMMISSION

WORK STUDY SESSION MEETING

July 1, 2020, 1:00 P.M.

Pursuant to due call and notice thereof, the Work Study Session Meeting of the Public Utilities Commission, City of Princeton, was held in Princeton City Hall, 705 North 2nd Street, on July 1, 2020, at 1:00 P.M.

Present: Chairman Greg Hanson and Commissioners Dan Erickson and Rick Schwartz.

Absent: None

Also Present: Manager Keith Butcher, Bookkeeper Kathy Ohman, City Councilor Jenny Gerold, and City Administrator Bob Barbian.

Work Study Session Meeting was called to order by Chairman Hanson at 1:03 P.M.

There was no Public Comments.

Mr. Erickson made a motion to approve the agenda of the July 1, 2020 PUC Commission Work Study Session. Mr. Schwartz seconded. Motion carried unanimously.

PUC UTILITY BILLING:

In the attempt to change the perception of Princeton Public Utilities, this Work Study Session was held to discuss changing the Princeton Public Utility bills. General Manager Keith Butcher presented samples of Elk River Public Utilities, Delano Public Utilities and Princeton Public Utilities bills for review. The discussion continued on the different layouts of each utilities billing and what would best suit Princeton Public Utilities with the ultimate goal being to separate Princeton Public Utility charges from City of Princeton charges. Discussion included subtotalling each service, separating services with lines, and moving items.

When the bills have been changed, there was a discussion on doing a Public Education Campaign. This could include a bill stuffer "Know Your Bill". The discussion included having a tear off portion on the "Know Your Bill" stuff that the PUC customers would fill out and return to the PUC office with their opinions on the changes made and the perception of Princeton Public Utilities.

Another marketing strategy discussed was social media and utilizing the PUC website. Blue 42 will be working on the PUC Facebook page, making it more professional and also monitoring it. There were discussions on other marketing strategies.


There was a discussion on having a rate comparison done annually with local utility companies as was done early 2020 using 2019 billing and post showing the PUC is competitive with other utilities.

There was a discussion on moving the PUC Regular Commission Meeting from July 22, 2020 to July 29, 2020 as Mr. Erickson would be unable to attend on July 22, 2020.

There being no further business, Mr. Schwartz made a motion to adjourn the Work Study Session at 2:06 p.m. Mr. Erickson seconded. Motion carried unanimously.

A handwritten signature in cursive script, appearing to read "Gregory Hanson", written in black ink.

Gregory Hanson
Chairman

A handwritten signature in cursive script, appearing to read "Kathy Ohman", written in black ink.

Kathy Ohman
Secretary