

PUBLIC UTILITIES COMMISSION

REGULAR MEETING

April 28, 2021, 1:00 P.M.

Pursuant to due call and notice thereof, the Regular Meeting of the Public Utilities Commission, City of Princeton, was held at the Mille Lacs County Historical Society Depot Museum in the Amdall Room, 202 10th Avenue South, on April 28, 2021, at 1:00 P.M.

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

Also Present: Manager Keith Butcher, Secretary Kathy Ohman, City Administrator Michele McPherson, Water Superintendent Scott Daniels and Electric Superintendent Jeremy Linden.

Meeting was called to order by Chairman Hanson at 1:04 P.M.

Chairman Hanson called for additions or deletions to the agenda. General Manager Keith Butcher added to the agenda:

New Business:

- c. Reschedule May PUC Regular Meeting

Mr. Erickson made a motion to approve the agenda with additions of the April 28, 2021 Regular PUC Commission Meeting. Mr. Schwartz seconded. Motion carried unanimously.

Mr. Erickson moved to approve the Minutes for the March 24, 2021 Regular PUC Commission Meeting. Mr. Schwartz seconded. Motion carried unanimously.

Commission Chairman Greg Hanson stated the Public Comments portion of the PPU Commission Meetings is at each and every meeting. Customers have an opportunity at this time for any concerns or questions to be addressed. Comments and questions can either be made in person, e-mailed or by phone call. There were no Public Comments.

After a discussion, Mr. Erickson made a motion to approve the certification of accounts payable for the period of March 1, 2021 through March 31, 2021. Mr. Schwartz seconded. Motion carried unanimously.

6. REPORTS:

- a. Both the March SMMPA Key Metrics worksheet and March 10th Board Meeting minutes were presented.
- b. The March 2021 PUC financial reports were reviewed along with Cash Reserves. The days of cash on hand as of March 31, 2021 was 128 in the Electric Department and 417 in the Water Department.

7. UPDATES:

- a. In the Generation Plant, Water Superintendent Scott Daniels reported MMUA had hosted their Generation School in Princeton. The engines have had their annual testing. Batteries and chargers

were installed in the Plant. They are currently working on upgrading the SCADA system. The Cat. #7 Engine inspection is due May 5th.

In the Electric Department, Electric Superintendent Jeremy Linden reported the line crew has been changing out poles. A few services were completed at Rainbow Park. They have been working on AMI conversions and are just over 78% of our total electric meters converted. They have also continued with tree trimming and brush cutting. During the rainy weather, they have been updating the GIS system. Locates are coming in for upcoming work.

- b. In the Water Department, Water Superintendent Scott Daniels reported the Middle Water Tower is back in service. Monday they will begin flushing hydrants. Minnesota Department of Health was in Princeton for our annual inspection. The inspection was good with only a couple upgrades that needed to be done in plants. Water AMI conversions are on hold until August when a new shipment of water nodes is received. Total Control will be here on Monday to wire in the new actuators in Water Treatment Plant #1.
- c. City Administrator Michele McPherson reported she has been working with General Manager Keith Butcher on the host agreement for the EV Charger to be placed in the city parking lot. They have also been working together on putting information together for the joint meeting with PUC Commission and the City of Princeton Council on May 6th. The City of Princeton is working on the Industrial Park. They will be meeting to go over the plats and rezoning. The Federal Economic Authority has a grant which the City will be re-applying for. Two businesses they have met with have committed to building in the Industrial Park. A meeting is being scheduled with a third business. She has been spending time with the FAA and the airport to accomplish the extension of 19th Avenue/21st Avenue. She has been working with their consultants on certifying the runway construction and the lighting. The taxiway project will be the next phase. The comprehensive sewer plan has been completed and will be going to the Planning Commission in May.
- d. General Manager Keith Butcher reported the following:
 - i. Regulatory updates include the following reports being completed and submitted: the Electric Reliability Report has been completed and the Census Report has been completed and submitted. The next reports due include the Water Consumer Confidence Report which needs to be posted, the MnDOC Electric Utility Annual Report and the EPA's Risk and Resiliency Report.
 - ii. General Manager Keith Butcher reported the PUC Financial Audit has been scheduled for May 18th, 19th and 20th, 2021.
 - iii. General Manager Keith Butcher reported a new series of "Big Check" articles have been created and will be posted on Social Media.
 - iv. APPA has recognized the Princeton Public Utilities for our exceptional electric reliability in 2020. MMUA hosted their General School in Princeton. Approximately 30 people were in attendance for the school. MMUA's Regional Safety Evaluation Committee meeting that was scheduled for May 4th in Princeton has been postponed.
 - v. The Cold Weather Rule expired on April 15th. After one month of cycling electric usage for customer in arrears, the arrears have dropped 40% with the vast majority making at least one payment. We will continue to cycle some customers when defaulting on their payment plans or who are still in arrears.

8. UNFINISHED BUSINESS:

a. AMI METERS

With the AMI conversions, the Electric Department is 78.3% complete and the Water Department is 29.7% complete. Factories that make the water nodes are still shut down due to COVID. PUC's order for water nodes is postponed now until August 2021. This creates a nine month delay in converting meters to AMI. Once we start received water nodes, we will continue to 150 quarterly. This may delay the completion of water AMI conversions until 2024. Water operators will work on cleaning up activities and maintenance.

Water Superintendent Scott Daniels left the meeting.

b. EV CHARGERS

Two locations have been identified for the L2 EV Chargers. One will be placed in the City of Princeton's parking lot and the second one will be placed in Neighbor's Bar and Grill parking lot. Host agreements have been slightly modified to include adding a recordable document that will be notarized and will include legal descriptions of the host property. Mr. Erickson made a motion to accept the two host agreements with the City of Princeton and Neighbor's Bar and Grill for the placement of two L2 EV Chargers. Mr. Schwartz seconded. Motion carried unanimously.

General Manager Keith Butcher presented to the PUC Commission the SMMPA EV Charger Assignment and Assumption Agreement which will transfer ownership of the three EV Chargers from SMMPA to Princeton Public Utilities. The transfer of ownership would exclude SMMPA from any possible lawsuit. Bollards will be placed around the charger to avoid direct hits and a breaker will be installed on each charger to cut any electric current if the EV Charger is hit or damaged. Mr. Erickson made a motion to approve the SMMPA EV Charger Assignment and Assumption Agreement. Mr. Schwartz seconded. Motion carried unanimously.

c. SERVICES TERRITORY / DEVELOPMENT

General Manager Keith Butcher reported he is continuing negotiations with East Central Energy on the Industrial Park. A follow-up e-mail was sent yesterday. PUC's position has been wanting to extend the Aero Business Park agreement to include the new land. Once an agreement has been reached, everything will be filed with the State Public Utilities Commission to change the service territory lines.

d. UPDATE CREDIT CARD / ACH FEES

General Manager Keith Butcher stated the discussion on convenience fees will be on the agenda for the Joint Meeting with the Princeton City Council on May 6th.

9. NEW BUSINESS:

a. TOM BOVITZ MEMORIAL SCHOLSHIP WINNERS

Two applications were received for the local Tom Bovitz Memorial Scholarship. Both scholarship applications were well written. Since there was not any applications in 2020, there was a discussion to award a \$500.00 and a \$250.00 local scholarship with the \$500.00 winner moving on to the state level. Announcement of the winners will be made at PHS Awards Night on May 12th. Mr. Schwartz made a motion to approve awarding a \$500.00 local scholarship winner and a \$250.00 runner up. The \$500.00 applicant winner will be forwarded to MMUA for the statewide competition. Mr. Erickson seconded. Motion carried unanimously.

b. MLCHS GRANT REQUEST

The Mille Lacs County Historical Society has submitted a request to have the old telegraph insulators that are installed on the main building connected to the Long Siding Depot. Princeton Public Utilities would provide used poles and provide community service work. Mr. Schwartz made a motion to approve Mille Lacs County Historical Society's grant request. Mr. Erickson seconded. Motion carried unanimously.

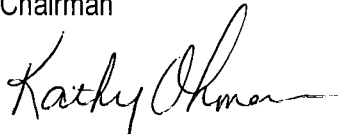
c. RESCHEDULE MAY MEETING

There has been a request to reschedule the Regular PUC Commission Meeting from Wednesday, May 26th at 1:00 p.m. to Tuesday, May 25th. There was a discussion on the time schedule. Mr. Schwartz made a motion to reschedule the May 26th Regular PUC Commission Meeting to May 25th at 10:00 a.m. Mr. Erickson seconded. Motion carried unanimously.

There being no further business, Mr. Erickson made a motion to adjourn the meeting at 1:49 p.m. Mr. Schwartz seconded. Motion carried unanimously.



Gregory Hanson
Chairman



Kathy Ohman
Secretary