

PUBLIC UTILITIES COMMISSION

WORK STUDY SESSION MEETING

November 12, 2021, 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 at the Mille Lacs County Historical Society Depot Museum in the Amdall Room, 202 10th Avenue South, on November 12, 2021, at 1:00 P.M.

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

Also Present: Manager Keith Butcher, Secretary Kathy Ohman, City Administrator Michele McPherson, and Water Superintendent Scott Schmit.

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

Mr. Schwartz made a motion to approve the agenda of the November 12, 2021 Work Study Session Meeting. Mr. Erickson seconded. Motion carried unanimously.

3. BUDGET DISCUSSION:

General Manager Keith Butcher presented the 2022 large projects in detail for both the Electric and Water Departments. There was a discussion on the large project list.

General Manager Keith Butcher went over a five-year plan in PPU's Electric Department, Water Department, IT Department along with major assets. The five-year plan in the Electric Department did not include the substations as the Electric System Study is near completion.

The five-year plan in the Water Department included continuing with the AMI meter conversions. Significant investments included repainting the North Water Tower and 7th Avenue North replacement of water infrastructure.

The five-year plan in the IT Department included replacement of servers and some individual computers. There was a discussion on what type of computers to purchase for replacements whether desktop or laptop.

The five-year plan for major assets included roof replacement, a pickup replacement, replacing the chipper and purchasing a vac trailer. There was a discussion of placing vehicles and equipment on a replacement schedule to avoid large unexpected expenses.

General Manager Keith Butcher went over the 2022 budget for both the Electric Department and Water Department. The budget included a high, low and average revenue in each department. Rates for both Electric and Water will remain constant in 2022. Expenses in both the Electric and Water Departments show a slight increase from 2021. There was a discussion on each budget.

The 2022 Fee Schedule was presented to the PPU Commission. Changes on the fee schedule included raising the Meter Testing Fee, the Temporary Connection Fee and Construction Charges. There was a discussion on the fee schedule. Mr. Erickson brought up the discussion of adding a \$2.40 Convenience Fee to the 2022 Fee Schedule. There was a discussion on the Convenience Fee.

There being no further business, Mr. Schwartz made a motion to adjourn the meeting at 2:40 p.m. Mr. Erickson seconded. Motion carried unanimously.



Gregory Hanson
Chairman



Kathy Ohman
Secretary