

PUBLIC UTILITIES COMMISSION

REGULAR MEETING

August 17, 2022, 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 August 17th, 2022, at 1:00 p.m.

Present: Chair Richard Schwartz and Commissioners Dan Erickson and Jack Edmonds.

Absent: None.

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

Meeting was called to order by Chair Schwartz at 1:00 p.m.

Mr. Schwartz called for additions or deletions to the agenda. Chair Richard Schwartz added to the agenda:

New Business:

- f. Work Study Session

Mr. Erickson made a motion to approve the agenda of the August 17, 2022 Regular PUC Commission Meeting with additions. Mr. Edmonds seconded. Motion carried unanimously.

Mr. Erickson made a motion to approve the minutes of the July 27, 2022 Regular and Closed PUC Commission Meetings. Mr. Edmonds seconded. Motion carried unanimously.

Mr. Erickson moved to approve the Minutes for the August 4, 2021 Joint Work Study Session Meeting. Mr. Edmonds seconded. Motion carried unanimously.

There were no Public Comments.

Mr. Edmonds made a motion to approve the certification of accounts payable for the period of July 1, 2022 through July 31, 2022. Mr. Erickson seconded. Motion carried unanimously.

6. REPORTS:

- a. Included in the Commission packets were the August SMMPA Key Metrics worksheet and July 13, 2022 Board Meeting minutes.
- b. The July 2022 EV and ACH Reports were included in the Commission packets. There was a discussion on promoting the ACH payment method more.

7. PRESENTATIONS:

There were no presentations.

8. UPDATES:

- a. Electric Superintendent Jeremy Linden provided the Electric Department update.
- b. Water/Power Plant Superintendent Scott Schmit provided the Water Department update and the Power Plant update.
- c. City Administrator Michele McPherson provided an update on City activities.
- d. General Manager Keith Butcher provided an update on PPU activities.

9. UNFINISHED BUSINESS:

a. RATE STUDY DISCUSSION

There was a discussion on the presentation that was made at the August 4, 2022 Joint Work Study Session Meeting General Manager Keith Butcher and Blair Metzger, President and CEO of DGR Engineering. General Manager Keith Butcher answered questions.

10. NEW BUSINESS

a. 2023 AIR PERMIT RENEWAL

General Manager Keith Butcher presented Memo 22-17: Air Permit Renewal. PPU's power plant air permit with the Minnesota Pollution Control Agency must be renewed every five years with the current permit expiring in 2023. In the past PPU has worked DGR Engineering to assist in filling the air permit successfully. Task Order #05 with DGR Engineering was presented. Mr. Schwartz made a motion to accept Task Order #05 with DGR Engineering to assist in PPU's air permit renewal at an estimated cost of \$11,000.00. Mr. Edmonds seconded. Motion carried unanimously.

b. 2023 HEAT SHARE AGREEMENT

General Manager Keith Butcher presented Memo 22-18: Heat Share renewal. PPU has promoted and participated in the Salvation Army's HeatShare Program for several years. The Heat Share program agreement is due to expire on October 1st. Bill inserts are purchased and sent to PPU customers to increase awareness. The renewal contract for 2023 was presented to the PPU Commission for approval. Mr. Edmonds made a motion to approve participation in the Salvation Army Heat Share Program for the year 2023. Mr. Erickson seconded. Motion carried unanimously.

c. SOUTH WATER TOWER LEASE AGREEMENT – PRINCETON PUBLIC SCHOOLS

General Manager Keith Butcher presented Memo 22-19: Princeton Public Schools Lease – South Water Tower. The current lease agreement will expire in September and is a five year agreement. There was a discussion on what other similar entities are charging and whether to raise the rent or

leaving it at the current rate. They was also a discussion on considering having one fee for like kind equipment. Mr. Erickson made a motion to approve the new five year lease agreement with an increase in rent to \$2,000.00 per year. Mr. Edmonds seconded. Motion carried unanimously.

d. UPCOMING EVENTS

General Manager Keith Butcher reported the MMUA Annual Conference is scheduled for next week. Both Commissioner Richard Schwartz and the General Manager will be attending. The Minnesota AWWA Conference will be held in September in Duluth. General Manager Keith Butcher and Scott Schmit will be attending the Minnesota AWWA Conference. The SMMPA Annual Meeting will be held October 13 and 14, 2022 in Bloomington. PUC Commissioners are welcome to attend.

e. OCTOBER SMMPA BOARD ELECTION


General Manager Keith Butcher reported a seat on the SMMPA Board will be up for election this year. Board members serve a three year term. There was a discussion if Princeton Public Utilities should run for the seat. Mr. Erickson made a motion to approve General Manager Keith Butcher placing Princeton Public Utilities on the ballot for the election to fill the seat on the SMMPA Board. Mr. Edmonds seconded. Motion carried unanimously.

f. WORK STUDY SESSION

Commissioner Richard Schwartz started a discussion on a potential study session in September for PUC Commissioners to discuss the rate study in more detail. Mr. Erickson made a motion to approve a Work Study Session on Thursday, September 8, 2022 at 1:00 PM at the Mille Lacs Historical Society Amdall Room to discuss the Electric Rate Study. Mr. Edmonds seconded. Motion carried unanimously.

There being no further business, Mr. Edmonds made a motion to adjourn the meeting at 4:10 p.m. Mr. Erickson seconded. Motion carried unanimously.

Richard B. Schwartz
Chair



Kathy Ohman
Secretary

