

## **PUBLIC UTILITIES COMMISSION**

### **REGULAR MEETING**

**September 21, 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 10<sup>th</sup> Avenue South, on September 21<sup>st</sup>, 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, City Councilor Jules Zimmer, 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. There were none.

Mr. Edmonds made a motion to approve the agenda of the September 21, 2022 Regular PUC Commission Meeting. Mr. Erickson seconded. Motion carried unanimously.

Mr. Erickson made a motion to approve the minutes of the August 17, 2022 Regular and the September 8, 2022 Work Study Session Meetings. Mr. Edmonds seconded. Motion carried unanimously.

There were no Public Comments.

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

#### **6. REPORTS:**

- a. Included in the Commission packets were the September SMMPA Key Metrics worksheet and August 10, 2022 Board Meeting minutes.
- b. Included in the Commission packets were the August 2022 PUC financial reports.
- c. The August 2022 EV and ACH Reports were included in the Commission packets.

#### **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:**

There was no Unfinished Business.

## **10. NEW BUSINESS:**

### **a. CSAH 4 / 7<sup>TH</sup> AVENUE PROJECT SUPPORT**

General Manager Keith Butcher reported Mille Lacs County will be moving forward with the reconstruction of 7<sup>th</sup> Avenue North in 2023. All utilities including water and sewer would be upgraded during this project. Mr. Erickson made a motion for Princeton Public Utilities to continue to support the efforts of the City of Princeton towards the successful completion of CSAH 4 / 7<sup>th</sup> Avenue reconstruction. Mr. Edmonds seconded. Motion carried unanimously.

### **b. DELINQUENT BILLS AND PROPERTY TAX ASSESSMENTS**

General Manager Keith Butcher presented Memo 22-20: 2022 Property Tax Assessments. Past due utility bills as of August 31, 2022 were presented to the PPU Commission for approval to be assessed to 2023 property taxes. Staff will continue working to collect funds. Mr. Edmonds made a motion to approve the list of delinquent utility bills to be assessed to the 2023 property taxes. Mr. Erickson seconded. Motion carried unanimously.

### **c. LAMP RECYCLING PROGRAM DISCONTINUATION**

General Manager Keith Butcher presented Memo 22-21: Lamp Recycling Discontinuation for discussion. The current program for recycling fluorescent bulbs has been available to both residential and business customers of PPU. Recycling services are not provided by more electrical contractors. There was a discussion on eliminating the program to commercial customers. Mille Lacs County does have a recycling program in place. Mr. Erickson made a motion to limit the Lamp Recycling program to residential customers only effective January 1, 2023. Mr. Edmonds seconded. Motion carried unanimously.

### **d. 2022 FEE SCHEDULE REVISION**

General Manager Keith Butcher presented Memo 22-22: 2022 Fee Schedule Revision. With supply chain issues adversely impacting material costs throughout the nation, setting a fixed price on water meters has become an incorrect cost. There was a discussion on removing the fixed cost figure. Mr. Erickson made a motion to approve the revision of the 2022 Fee Schedule removing water meters.

Going forward, the price for water meters will be based upon current market rates. Mr. Edmonds seconded. Motion carried unanimously.

**e. 2022 RATE STUDY**

General Manager Keith Butcher presented Memo 22-23: 2023 Rate Schedule Definitions. There was a discussion on the structural changes to electric rates recommended from the rate study that was completed by DGR Engineering. A new Intermediate Power Service rate would be added to the rates along with adding seasonality rates to all classes. Actual rates would be determined at year end after SMMPA implements their rate increase. Mr. Erickson made a motion to approve the structure of the 2023 Rate Schedule along with the addition of an ECA if needed. Mr. Edmonds seconded. Motion carried unanimously.

**f. 2023 MMUA SAFETY MANAGEMENT PROGRAM CONTACT RENEWAL**

General Manager Keith Butcher presented Memo 22-24: 2023 MMUA Safety Management Program. MMUA has implemented a rate increase on their Safety Management Program 18% for 2023. With the cost increase, there was a discussion of Princeton Public Utilities working in a joint effort with the City of Princeton under one contract in 2023 for the MMUA Safety Management Program. Mr. Edmonds made a motion to approve renewing the 2023 MMUA Safety Management Program contract at the Tier 2 level as a joint effort with the City of Princeton. Mr. Erickson seconded. Motion carried unanimously.

There being no further business, Mr. Edmonds made a motion to adjourn the meeting at 2:20 p.m. Mr. Erickson seconded. Motion carried unanimously.



Richard B. Schwartz  
Chair



Kathy Ohman  
Secretary