

PUBLIC UTILITIES COMMISSION

REGULAR MEETING

October 26, 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 October 26th, 2022, at 1:00 p.m.

1. CALL TO ORDER / ROLL CALL

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.

2. APPROVAL OF THE AGENDA

Mr. Schwartz called for additions or deletions to the agenda. There were none.

Mr. Edmonds made a motion to approve the agenda of the October 26, 2022 Regular PUC Commission Meeting. Mr. Erickson seconded. Motion carried unanimously.

3. PUBLIC COMMENTS:

There were no Public Comments.

4. CONSENT AGENDA:

- a. Public Utilities Commission Regular Meeting Minutes – September 21st, 2022
- b. Certification of Accounts Payable
- c. SMMPA Reports – Minutes and Key Metrics
- d. Financial Reports – Income Statement, Balance Sheet, Trial Balance, Cash Reserve
- e. Operational Reports – EV and ACH Report

Mr. Edmonds made a motion to approve the Consent Agenda of the October 26, 2022 Regular PUC Commission Meeting. Mr. Erickson seconded. Motion unanimously.

5. **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.

6. **REGULAR AGENDA:**

a. **ELECTRIC CAP PLAN – MAJOR MATERIALS AND BID PACKAGE**

General Manager Keith Butcher reported the Electric CAP Plan is moving forward and is ready to go out for bids. Bid notification will be published in the Union Times with a due date of December 8, 2022. Resolution 22-07: Resolution of the Princeton Public Utilities Commission of the City of Princeton Regarding the Major Materials and Bid Package for Electric Distribution Improvements – Phase 1 was presented for approval. The Commission will act on the bids received at the December 21, 2022 PUC Regular Commission Meeting. Mr. Edmonds made a motion to adopt Resolution 22-07: Resolution of the Princeton Public Utilities Commission of the City of Princeton Regarding the Major Materials and Bid Package for Electric Distribution Improvements – Phase 1. Mr. Erickson seconded. Motion carried unanimously.

b. **PROPOSED 2023 FEE SCHEDULE**

General Manager Keith Butcher presented Memo 22-25: Proposed 2023 Fee Schedule for both Electric and Water. The fee schedule is the initial proposal. Discussion followed.

c. **PROPOSED 2023 BUDGET**

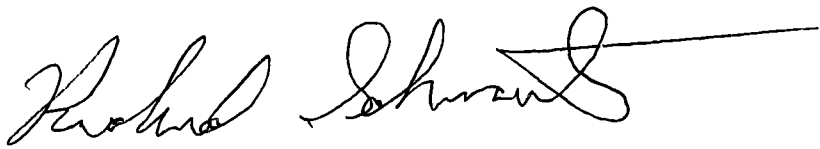
General Manager Keith Butcher presented Memo 22-26: Proposed 2023 Budget for both Electric and Water. Also presented was a five-year plan for other major assets which includes buildings, fleet, equipment, office, and IT. The five-year plan is for planning purposes. Discussion followed.

City Administrator Michele McPherson left the meeting.

d. **ECONOMIC DEVELOPMENT RIDER INTRODUCTION**

General Manager Keith Butcher presented the Economic Development Rider which is a service available to all qualifying retail customers within the City of Princeton and applicable adjacent rural areas. The Economic Development Program is based on the energy usage of qualifying businesses. This retail economic development program mirrors the SMMPA wholesale program. SMMPA Economic Development Credits would flow through PPU to participating business customers. Applications would be completed at PPU. Completed applications would be submitted to SMMPA for approval. Discussion followed.

There being no further business, Mr. Erickson made a motion to adjourn the meeting at 3:25 p.m. Mr. Edmonds seconded. Motion carried unanimously.

A handwritten signature in cursive script, reading "Richard B. Schwartz", followed by a long horizontal line extending to the right.

Richard B. Schwartz
Chair

A handwritten signature in cursive script, reading "Kathy Ohman".

Kathy Ohman
Secretary