

PUBLIC UTILITIES COMMISSION

REGULAR MEETING

May 24, 2023, 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 May 24th, 2023, at 1:00 p.m.

1. CALL TO ORDER / ROLL CALL

Present: Chair Richard Schwartz and Commissioner Jack Edmonds.

Absent: Commissioner Dan Erickson.

Also Present: Manager Keith Butcher, Electric Superintendent Jeremy Linden, Water/Power Plant Superintendent Scott Schmit, Office Manager Christina Cunningham, Secretary/Treasurer Kathy Ohman, IT Specialist Greg Bergmann, SMMPA Energy Services Representative Nancy Kelly, and WSB Project Manager Jon Christensen from WSB.

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

2. APPROVAL OF THE AGENDA

There was a discussion to table Agenda Item 6e: Adding RBS Wealth Management to the list of Official Depositories and Agenda Item 6f: PPUC Bylaws and Policy Discussion. Mr. Schwartz made a motion to approve the agenda of the May 24th, 2023 Regular PUC Meeting with Agenda Items 6e and 6f tabled. Mr. Edmonds seconded. Motion carried unanimously.

3. PUBLIC COMMENTS:

There were no Public Comments.

4. CONSENT AGENDA:

- a. Public Utilities Commission Regular Meeting Minutes – April 26th, 2023
- b. Certification of Accounts Payable
- c. SMMPA Reports – Minutes and Key Metrics
- d. Financial Reports – Income Statement, Balance Sheet, Trial Balance, and Cash Reserves
- e. Operational Reports – EV and ACH Report
- f. Miscellaneous Reports – Electric Revenue Bonds 2023A Upcoming Dates

Mr. Edmonds made a motion to approve the Consent Agenda of the May 24th, 2023 Regular PUC Meeting. Mr. Schwartz seconded. Motion carried 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. Office Manager Christina Cunningham provided the Office Department update.
- d. Commissioner Jack Edmonds provided an update on City activities.
- e. General Manager Keith Butcher provided an update on PPU activities.

6. REGULAR AGENDA:

a. **SMMPA ENERGY EFFICIENCY REBATE PROGRAM UPDATE**

Nancy Kelly, SMMPA Energy Service Representative, updated the Commission on recent activities in regards to the energy efficiency rebate program and rebates.

Nancy Kelly left the meeting.

b. **WATER COMPREHENSIVE STUDY**

General Manager Keith Butcher presented *Memo 23-13: Comprehensive Water Plan*. Jon Christensen from WSB presented the completed Water Comprehensive Study. Included were historical and projected water demands along with proposed water improvements in the future. Mr. Edmonds made a motion to approve the Comprehensive Water Plan as presented. Mr. Schwartz seconded. Motion carried unanimously.

Jon Christensen from WSB left the meeting.

c. **PUBLIC NOTICE: WELLHEAD PROTECTION PLAN, PART II**

General Manager Keith Butcher presented *Memo 23-14: WHPP, Part II*. Mr. Butcher recapped the Wellhead Protection Plan, what the plan is, requirements, and moving forward. Mr. Schwartz made a motion to accept the Princeton Wellhead Protection Plan, Part II pending acceptance by the Minnesota Department of Health. Mr. Edmonds seconded. Motion carried unanimously.

d. **SOUTH WATER TOWER WASHING BID SELECTION**

Water/Power Plant Superintendent Scott Schmit presented *Memo 23-15: South Water Tower Washing Bid Selection*. Two bids were received for cleaning the exterior of the South Water Tower. Mr. Edmonds made a motion to accept the bid from KLM Engineering, Inc. to clean the exterior of the South Water Tower. Mr. Schwartz seconded. Motion carried unanimously.

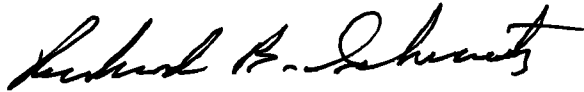
e. **JOINT MEETING WITH CITY COUNCIL FOR THURSDAY, JUNE 1ST AT 4:30 PM IN THE PRINCETON CITY COUNCIL CHAMBERS**

General Manager Keith Butcher brought up the discussion of the Joint Meeting with Princeton City Council on Thursday, June 1st, 2023 and topics PPU Commissioners would like to discuss with the City Council which included Annexations. Mr. Edmonds made a motion to approve a joint meeting with the Princeton City Council to be held on Thursday, June 1st, 2023 at 4:30 PM to be held in the Princeton City Council Chambers. Mr. Schwartz seconded. Motion carried unanimously.

7. DISCUSSION:

None.

There being no further business, Mr. Schwartz made a motion to adjourn the meeting at 2:17 p.m. Mr. Edmonds seconded. Motion carried unanimously.



Richard B. Schwartz
Chair



Kathy Ohman
Secretary/Treasurer