

PUBLIC UTILITIES COMMISSION

REGULAR MEETING

September 24, 2025, 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 September 24, 2025, at 1:00 p.m.

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

1. CALL TO ORDER / ROLL CALL

Commissioners: Jack Edmonds, Nick Nowak and Tom Jackson
Absent: None

PPU Staff: General Manager Keith Butcher, Electric Superintendent Jeremy Linden, Water/Power Plant Superintendent Scott Schmit, and Secretary/Treasurer Kathy Ohman.

Others: Ed Yost and Attorney Damien Toven.

2. APPROVAL OF AGENDA

Mr. Edmonds called for additions or deletions to the agenda. General Manager Keith Butcher requested additions to the agenda:

- 6. Regular Agenda:
 - c. October Commission Meeting Rescheduled

Mr. Jackson made a motion to approve the agenda of the September 24, 2025 Regular PUC Meeting with additions. Mr. Nowak seconded. Motion carried.

3. PUBLIC COMMENTS:

There were no Public Comments.

Attorney Damien Toven left the meeting.

4. CONSENT AGENDA:

- a. Public Utilities Commission Regular Meeting Minutes – September 3, 2025
- b. Public Utilities Commission Joint Meeting Minutes – September 4, 2025
- c. Certification of Accounts Payable
- d. Resolutions and Orders
 - i. Memo 25-28: Paid Family Medical Leave Selection
 - ii. Memo 25-29: 2025 Property Tax Assessments

Mr. Nowak made a motion to approve the Consent Agenda of the September 24, 2025 Regular PUC Meeting. Mr. Jackson seconded. Motion carried.

5. REPORTS:

- a. General Manager Report
 - i. Office Manager Report
 - ii. Water/Power Plant Superintendent Report
 - iii. Electric Superintendent Report
- b. Financial Reports – Income Statement, Balance Sheet, Trial Balance, and Cash Reserves
- c. Other Reports
 - i. SMMPA and EV Reports
 - ii. Pay Estimate #7: Phase 1 Electric Meter Cutover

6. REGULAR AGENDA

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

General Manager Keith Butcher reported the Electric CAP Plan Phase 2 is moving forward and is ready to go out for bids. Resolution 25-07: Resolution of the Princeton Public Utilities Commission of the City of Princeton Regarding the Major Materials and Bid Package for Electric Distribution Improvements – Phase 2 was presented for approval.

Discussion.

Mr. Nowak made a motion to adopt Resolution 25-07: Resolution of the Princeton Public Utilities Commission of the City of Princeton Regarding the Major Materials and Bid Package for Electric Distribution Improvements – Phase 2. Mr. Jackson seconded. Motion carried.

b. **2026 PRELIMINARY BUDGET DISCUSSION**

General Manager Keith Butcher presented *Memo 25-31: 2026 Preliminary Budget* for Electric and Water.

Discussion.

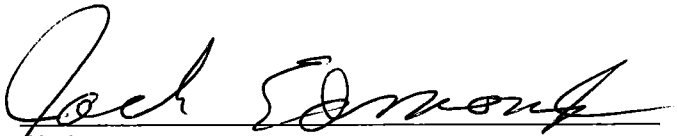
c. **OCTOBER COMMISSION MEETING RESCHEDULED**


Due to a scheduling conflict, there was a request to reschedule the Regular PUC Commission Meeting from October 22, 2025 to Wednesday, October 15, 2025 at 1:00 p.m.

Discussion

Mr. Jackson made a motion to reschedule the Regular PUC Commission Meeting from October 22, 2025 to Wednesday, October 15, 2025 at 1:00 p.m. Mr. Nowak seconded. Motion carried.

There being no further business, Mr. Jackson made a motion to adjourn the meeting at 1:32 p.m. Mr. Nowak seconded. Motion carried.


Chair


Secretary/Treasurer