

PUBLIC UTILITIES COMMISSION

REGULAR MEETING

August 26, 2026, 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 26, 2026, at 1:00 p.m.

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

1. CALL TO ORDER / ROLL CALL

Commissioners: Nick Nowak, Tom Jackson, and Richard Schwartz.

Absent: None

PPU Staff: General Manager Keith Butcher, Water/Power Plant Superintendent Scott Schmit, Office Manager Christina Cunningham, and Secretary/Treasurer Kathy Ohman.

Others: City Councilor Liaison Nick Taylor, Ed Yost, Princeton Resident Jack Edmonds and Jason Miller from Cohn Reznick, LLP.

2. APPROVAL OF AGENDA

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

- 6. Regular Agenda:
 - e. ECA Review

Mr. Schwartz made a motion to approve the agenda of the August 26, 2026, Regular PUC Meeting with additions. Mr. Jackson seconded. Motion carried.

3. PUBLIC COMMENTS:

There were no Public Comments.

4. CONSENT AGENDA:

- a. Public Utilities Commission Regular Meeting Minutes – July 23, 2026
- b. Public Utilities Commission Closed Meeting Minutes – July 23, 2026
- c. Certification of Accounts Payable
- d. Electric Distribution Improvements – Phase II: Pay Estimate #2

Mr. Schwartz made a motion to approve the Consent Agenda of the August 26, 2026 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. City Report
- c. Other Reports
 - i. MPCA Air Compliance Evaluation
 - ii. Pay Estimate #3 – Phase II Distribution Improvements

6. REGULAR AGENDA

a. **2025 AUDIT PRESENTATION**

Jason Miller from Cohn Reznick, LLP presented the 2025 audit to the PPU Commission. Following his presentation, questions were answered.

Discussion.

Mr. Jackson made a motion to accept the 2025 PPU Audit as presented by Cohn Reznick, LLP. Mr. Schwartz seconded. Motion carried.

Jason Miller from Cohn Reznick, LLP left the meeting.

b. **UTILITY BILL UPDATES**

General Manager Keith Butcher presented *Memo 26-27: Bill Re-Design* along with a sample concept bill regarding the redesign. The redesign is intended to make City and utility charges clear for consumers. General Manager Keith Butcher also presented *Memo 26-28: Sewer Billing Fee* regarding the billing fee charged to the City.

Discussion.

c. **NEW PRODUCTION WELL DISCUSSION**

General Manager Keith Butcher presented *Memo 26-29: Future Production Well* along with a letter drafted to the City of Princeton regarding exploratory test wells on city property. Maps were also presented with proposed production test well sites.

Discussion.

d. **2027 WATER ENGINEERING SERVICES DISCUSSION**

General Manager Keith Butcher presented *Memo 26-30: Water Engineering Services* along with a Request for Proposals draft to solicit RFP's for outside consulting services periodically.

Discussion.

Mr. Schwartz made a motion to authorize staff to conduct an RFP for ongoing Engineering Services for the Water Department. Mr. Jackson seconded. Motion carried,

e. ECA REVIEW

General Manager Keith Butcher presented *Memo 26-31: ECA Review* which included a review of ECA impacts on financial reserves.

Discussion.

Mr. Schwartz made a motion to approve an increase in the ECA for the remainder of 2026. Mr. Jackson Seconded. Motion carried.

f. REQUEST TO MOVE 9/23 COMMISSION MEETING TO 3 PM

General Manager Keith Butcher requested to reschedule the Regular PUC Commission Meeting on September 23, 2026 from 1:00 p.m. to 3:00 p.m.

Discussion

Mr. Schwartz made a motion to reschedule the Regular PUC Commission Meeting on September 23, 2026 from 1:00 p.m. to 3:00 p.m. Mr. Jackson seconded. Motion carried.

7. CLOSED SESSION: SERVICE TERRITORY NEGOTIATIONS UPDATE

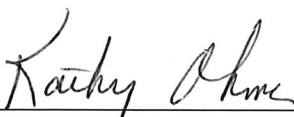
Mr. Jackson made a motion to close the regular meeting of the Public Utilities Commission at 2:32 p.m. for the purpose of a service territory negotiations update. Mr. Schwartz seconded. Motion carried.

The regular session of the Public Utilities Commission was resumed at 3:11 p.m.

There being no further business, Mr. Jackson made a motion to adjourn the meeting at 3:12 p.m. Mr. Schwartz seconded. Motion carried.



Chair



Secretary/Treasurer