**PUBLIC UTILITIES COMMISSION - draft**

3:30 p.m. Wednesday, April 21, 2021

Present: Ben Bautch Vacant Seat

 James FitzGerald Vacant Seat

 Vacant Seat

 Mike Miller – Public Utilities Superintendent

 Lana Fralich – City Administrator

Bautch called the meeting to order at 3:30 p.m.

**Agenda** – Motion by FitzGerald, second Bautch to approve the agenda as presented.

MOTION CARRIED.

**Minutes** – Motion by FitzGerald, second Bautch to approve the minutes of February 22, 2021 regular meeting minutes. MOTION CARRIED.

**Communications** – The Board reviewed the December 2020 and January 2021Treasurer’s Report.

**Department Head Update** – There were no updates from the Department Head.

OLD BUSINESS

**Wastewater Pretreatment Project** – Breaker components have been fixed. The contractor will be back onsite on April 26th.

**Primary Clarifier Project** – Clarifier 2 has been emptied for a complete overhaul. The project has to be completed by June 30, 2021.

**Sanitary Sewer Improvements** –Contractor needs to seed the grass and establish vegetation before the City pays the retainer.

**Multi-Modal Trailhead Center** – The City was awarded $1.1M funded by the bonding dollars and have submitted application to LCCMR for $2.8M in funds. The final legislative approvals will take place by May 2022 and funds awarded will become available July 2022 at that time construction can being. If the LCCMR funds are awarded to the project, we will start Phase I of the project using the $1.1M we currently have and we will submit application to IRRRB for additional funding. Wetland delineations will be completed for this project at the same time the Business Park area is completed.

Fralich reported she just received notification that the first application to SPRA got funded in the amount of $390,000 for the East Lakeview Drive improvements. Additional funding requests will be submitted to complete the project. Engineering costs are not covered by the grant.

**Plumbing Ordinance Amendment** – Miller is working with the City Attorney on the revisions.

**Water Facility Improvement Plan** –There were no changes since the previous meeting.

**2021 Rate Study** –There were no changes since the previous meeting.

**Generator Service** – Miller presented an annual servicing agreement through Cummins, to service generators at the water and wastewater facilities to include testing, replacement of filters, two trips per year, and other servicing needs. Motion Bautch, second FitzGerald to recommend to Council to approve entering into a 5-year annual servicing agreement with Cummins in the amount of $9,119.45 plus taxes as presented. MOTION CARRIED.

NEW BUSINESS

**IT Support / Maintenance Agreement** – Miller reported lack of communication from Honeywell. He has researched alternate vendors to take over servicing the Honeywell equipment and found AE2S agreed to operate Honeywell systems. They do not require a signed contract.

**Board Vacancies** – This Board is in need of more volunteers to serve.

**Delinquent Accounts** – Due to the COVID-19 Executive Order shut-offs of delinquent accounts are temporarily suspended but late fees are still being charged.

Fralich reminded the Commissions responsibility of refund/waiver requests.

Motion by Bautch, second FitzGerald adjourn the meeting at 3:57 p.m. MOTION CARRIED.

 Minutes taken by Lindsey Klemmer