**PUBLIC UTILITIES COMMISSION**

3:30 p.m. Monday, May 24, 2021

Present: Ben Bautch Vacant Seat

 James FitzGerald Vacant Seat

 Vacant Seat

 Mike Miller, Public Utilities Superintendent

 Lana Fralich, City Administrator – via Zoom

 Brian Guldan, Bolten and Menk, Inc. – via Zoom (left the meeting at 4:06 p.m.)

Bautch called the meeting to order at 3:34 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 April 21, 2021 regular meeting minutes. MOTION CARRIED.

**Communications** – The Board reviewed the February 2021 Treasurer’s Report. Motion by FitzGerald, Second Bautch to accept the February 2021 Treasurer’s Report. MOTION CARRIED.

**Department Head Update** – There have been some issues with the outfall pipe during storms and would like to look into extending it about 300 yards in the future.

OLD BUSINESS

**Wastewater Pretreatment Project** – Nothing new to report.

**Primary Clarifier Project** – Primary Clarifier 1 has a mechanism issue that may delay the Primary Clarifier project completion date of June 30th.

**Sanitary Sewer Improvements** –Nothing new to report.

**Multi-Modal Trailhead Center** – Nothing new to report.

**Plumbing Ordinance Amendment** – Nothing new to report.

**Water Treatment Facility Improvement Plan** –Guldan presented a proposal to conduct preliminary engineering for improvements to the Water Treatment Facility, including a booster station/distribution system. There was discussion of obtaining funding through the MN PFA, grant application submission to Congressional Direct Funding, the timing to complete engineering work by March 2022 to not delay project, estimation of project costs, engineering scope of work, and funds to come from Water Budget. Motion FitzGerald, second Bautch, to recommend to Council to proceed with the project according to the schedule presented and authorize preliminary engineering on an hourly not-to-exceed basis, with the fee limit set at $77,500. MOTION CARRIED.

**2021 Rate Study** –Nothing new to report.

NEW BUSINESS

**Board Application** – Ronald Bautch submitted an application to join the Public Utilities Commission. His application will be provided to the City Council for review and approval on June 7, 2021.

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

Motion by Bautch, second FitzGerald adjourn the meeting at 4:07 p.m. MOTION CARRIED.

 Minutes taken by Lindsey Klemmer