**PUBLIC UTILITIES COMMISSION**

3:30 p.m. Monday, June 21, 2021

Present: Ben Bautch Vacant Seat

 James FitzGerald Vacant Seat

 Ronald Bautch

 Mike Miller, Public Utilities Superintendent, Arrived at 3:45 p.m.

 Lana Fralich, City Administrator

B. Bautch called the meeting to order at 3:35 p.m.

**Agenda** – Motion by FitzGerald, second R. Bautch to approve the agenda with addition of utility late fee waiver request for 29 Davis. MOTION CARRIED.

**Minutes** – Motion by FitzGerald, second R. Bautch to approve the minutes of May 24, 2021 regular meeting minutes. MOTION CARRIED.

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

**Department Head Update**

OLD BUSINESS

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

**Primary Clarifier Project** – Nothing new to report.

**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** – Miller provided an update on proposed improvements to the Water Treatment Facility including a new booster station, reducing the high water pressure, replacing old pumps, roof, and other items. There was discussion on funding for the overall project through the PFA, the timeframe, and costs for engineering.

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

NEW BUSINESS

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

**Utility Late Fee Removal Request- 29 Davis –** Fralich presented a request from Vicki Fruetel, 29 Davis regarding a late fee added to her account due to the City not receipting payment by the end of the quarter. There was discussion of the City policy. Motion by FitzGerald, second R. Bautch to deny the request to remove the $15 late fee. MOTION CARRIED.

Motion by B. Bautch, second FitzGerald to adjourn the meeting at 4:35 p.m. MOTION CARRIED.

 Minutes taken by Lisa Christenson