**PUBLIC UTILITIES COMMISSION**

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

Present: Ben Bautch Vacant Seat

 James FitzGerald Vacant Seat

 Ronald Bautch

 Mike Miller, Public Utilities Superintendent

 David Drown, Economic Development Authority

B. Bautch called the meeting to order at 3:34 p.m.

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

**Minutes** – Motion by FitzGerald, second R. Bautch to approve the minutes of June 21, 2021 regular meeting and June 28, 2021 special meeting minutes. MOTION CARRIED.

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

**Department Head Update**

OLD BUSINESS

**Wastewater Pretreatment Project** – Finishing up dome work, Fergus Power Pump will be putting digester in late August with everything wrapped up mid-September.

**Primary Clarifier Project** – Start up and training to begin this week.

**Sanitary Sewer Improvements** –Weeds will be sprayed next week with close out happening soon.

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

**Plumbing Ordinance Amendment** – Ordinance is being drafted by City Attorney and will be included as part of the overall City Code amendment. There was discussion on homeowner and city responsibilities.

**Water Treatment Facility Improvement Plan** – The first meeting with Bolton and Menk Engineering on the engineering for the Water Treatment Improvements was conducted and went well.

**2021 Rate Study** –David Drown, Economic Development Authority, presented the current rate study that he has done for City of Silver Bay. Commission reviewed water and sewer revenue, current and future debts, as well as current and upcoming projects. Review shows a consistent rate with no or minimal rate increase needed at this time. There was discussion on a proposed storm water rate structure being added for the purpose of improving the storm water system of the city and how it coordinates with upcoming city-wide street improvement project. There was further discussion on impacts to residents for a city-wide street improvement project, the process and public hearings, financing, special assessments, and impacts of utility and storm water rates.

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.

**Board Application –** Brad Althaus submitted an application to join the Public Utilities Commission. His application will be provided to the City Council for review and approval on August 2, 2021.

**2021 MN AWWA Annual Conference –** Commission reviewed the request from Jason Roswold and Mike Miller to attend MN AWWA Annual Conference being held Sept 14-17, 2021 at the DECC in Duluth, MN. Cost would be $405 each plus normal meals and mileage and will provide the needed training hour requirements for licensure. Motion by R. Bautch, second FitzGerald to approve Jason Roswold and Mike Miller to attend MN AWWA Annual Conference at a cost of $405 each. MOTION CARRIED.

Motion by FitzGerald, second R. Bautch to adjourn the meeting at 4:47 p.m. MOTION CARRIED.

 Minutes taken by Lisa Christenson