

# PUBLIC UTILITIES COMMISSION

3:30 p.m.

Wednesday, March 22, 2023

Present: Ben Bautch  
James FitzGerald  
Ronald Bautch  
Sylvia Davey

Vacant Seat

Mike Miller, Public Utilities Superintendent  
Lana Fralich, City Administrator  
Judy Linman

B. Bautch called the meeting to order at 3:31 p.m.

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

**Minutes** – Motion by R. Bautch, second FitzGerald to approve the minutes of January 23, 2023 Regular Meeting. MOTION CARRIED.

**Communications** – None at this time.

## Department Head Update –

**Water Plant-** Miller reported there has been three water breaks repaired and the pressure reducers have helped with water pressures.

**Wastewater Plant-** Miller reported annual inspection has been completed and passed. There were a few minor errors found that have been corrected.

## OLD BUSINESS

**Plumbing Ordinance Amendment** – No update at this time.

**Water Treatment Facility Improvement Plan** – No update at this time.

## NEW BUSINESS

**Late Fees-** Commission discussed late fees and possibly adding interest or additional late fees to accounts that carry over small balances. Currently late fees are not added to any balance under \$15.00. City Administrator will provide information at next meeting regarding changing the billing to add late fee on all balances carried into the following quarter.

Judy Linman, 19 Bell requested her late fee of \$15.00 be waived due to her not knowing City Hall closed at 4:00 p.m. Commission explained that residents have 90 days to pay utility bills and late fees are generally not waived. Per the utility billing policy, her late fee request will be denied.

Motion by FitzGerald, second R. Bautch to adjourn at 4:20 p.m. MOTION CARRIED.

Minutes taken by Lisa Christenson