

PUBLIC UTILITIES COMMISSION

3:30 p.m.

Wednesday, January 22, 2025

Present: James FitzGerald
Ron Bautch
Sylvia LeBlanc

Vacant Seat
Vacant Seat

Lana Fralich, City Administrator
Mike Miller, Public Utilities Superintendent
Joshua Stier, City Engineer, Bolton & Menk -via ZOOM, left at 4:52 p.m.
Julie Jensen
Carolyn Hudyma

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

Board Chair Appointment – Motion by Bautch, second LeBlanc to appoint Jim FitzGerald as Chair. MOTION CARRIED.

Alternative Board Chair Appointment- Motion by FitzGerald, second Bautch to appoint Sylvia LeBlanc as Alternative Board Chair. MOTION CARRIED.

Agenda – Motion by LeBlanc, second Bautch to approve the Agenda as presented. MOTION CARRIED.

Minutes – Motion by Bautch, second LeBlanc to approve the minutes of October 21, 2024 Regular Meeting. MOTION CARRIED.

Communications –

Public Comments Guidelines- Commission reviewed public comments guidelines as approved by City Council.

Paul Torgesen Letter- Paul Torgesen is requesting waiving of late fee due to late mail delivery. Payments are receipted in day received, not mail date. Discussion followed on past practices, timeframe given to pay the invoice, and the consensus was to not waive the late fee.

Department Head Update – Miller reports there has been one small leak that has been repaired. Continue to be short-staffed by one. Discussion regarding Northshore Mining shut down for stack repairs and the possible effect on water usage.

Old Business –

Water Treatment Plan- Miller reports they are working on EPA funding and Magney Construction has been approved as the CMAR for the water system improvements project.

Waste/Water SCADA System- Automated Systems has won the bid and waiting on supplies and installation.

Boathouse Bay Utilities- Mains are in and contractors completed more of project than originally estimated. Construction will begin again in the spring.

Lake County CSAH- Joshua Stier, Bolton & Menk updated the Commission on the project. City Council has approved the Feasibility Study, there will be an informational meeting at the Reunion Hall on February 5th at 6:00 p.m. and a Public Hearing on February 10th at 6:00 p.m., both at the Reunion Hall. Commission reviewed map of area to be reconstructed. Discussion regarding full replacement of main lines and the removal of boulevard trees. Further discussion regarding hydrant replacement, Miller has been in contact with an area that would like to sell new hydrants at a reduced cost, potentially saving \$100,000, and the inventory of hydrants that will need to be replaced. Motion by FitzGerald, second LeBlanc to recommend Bolton & Menk draft a proposal to prepare for public bidding for hydrants. MOTION CARRIED.

Citywide Street Utility Assessment Policy- Commission reviewed current plans for Phase 1, Joshua Stier will provide better understanding of cost estimates. Miller stated the 11 pressure reducers will need to be replaced as well and makes sense to include in project. Discussion followed regarding replacement timeline, condition of pressure reducers, limited funding, the city's utility rates being lower than state guidelines, doing a rate review and be prepared for the possible need to rates. Motion by FitzGerald, second LeBlanc to recommend including pressure reducer replacement in phase 1 area and assess the other pressure reducers in the city. MOTION CARRIED.

Board Applications- Four applications were reviewed for two vacant seats on the board. Discussion regarding qualifications, skills, dynamic for what and who make up a Board, and consideration for increasing the size of PUC board. Motion by LeBlanc, second Bautch to recommend to Council Larry Carter's appointment to the PUC. MOTION CARRIED. Motion by LeBlanc, second Bautch to recommend to Council Michelle Ketola's appointment to the PUC. MOTION CARRIED, (LeBlanc and Bautch voting AYE and James FitzGerald voting NAY).

New Business –

2025 Meeting Dates- Motion by LeBlanc, second Bautch to approve February 24, March 24, April 23, May 21, June 23, July 23, August 21, September 22, October 22, November 24, and December 23 2025 meeting dates. MOTION CARRIED.

FitzGerald called to adjourn regular meeting. Motion by LeBlanc, second Bautch to adjourn at 5:16 p.m. MOTION CARRIED.

Delinquent Accounts -

FitzGerald called delinquent meeting to order at 5:17 p.m.

The board reviewed the delinquent accounts.

Motion by LeBlanc, second Bautch to approve the shut off orders. MOTION CARRIED.

Motion by LeBlanc, second Bautch to adjourn at 5:20 p.m. MOTION CARRIED.

Minutes taken by Lisa Christenson