

PUBLIC UTILITIES COMMISSION

3:30 p.m.

Thursday, January 22, 2026

Present: James FitzGerald
Ron Bautch
Sylvia LeBlanc
Larry Carter
Michelle Ketola

Lana Fralich, City Administrator
Jason Roswold, Public Utilities Superintendent
Hannah Patenaude, Bolton & Menk via ZOOM- left at 4:30 p.m.
Brian Guldán, Bolton & Menk via ZOOM- left at 4:30 p.m.
Dan Fuhrman, Magney Const.- left at 4:30 p.m.

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

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

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

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

Minutes – Motion by Carter, second Bautch to approve the minutes of November 24, 2025 Regular Meeting. MOTION CARRIED.

Communications –

Public Comments- None at this time.

Department Head Update – Training of new staff and cleaning. Everything going well.

Old Business –

Boathouse Bay Utilities- Utilities have not been signed over to the city yet. Developer has met with Zoning Administrator Thompson and NS Management Board regarding additional out buildings. NS Management expressed the Boathouse Bay project is one of the best projects they have seen and plan on using the project as an example of how projects should be done along the shoreline.

Citywide Street Project- Project will be broken down into two phases- 1A (Adams/Arthur) and 1B (Bell/Banks/Aiken/Adams) in an effort to attract more grant monies. There will be a public hearing on Feb. 9th, 6:00 p.m. at the Reunion Hall.

Feasibility Rate Study- Drown will be presenting to council on February 2nd.

Water System Improvement Bidding Update- Hannah Patenaude and Brian Guldán of Bolton & Menk presented a summary of the bid tabulation for the Water Systems Improvements project. The lowest bid received was \$2M below the GMP. There were 11 bid projects, 11 & 11A has not been bid yet due to extension requested. Discussion regarding electric bid package, project funding, cost affordability threshold, water debt, WIF grant, other needed improvements funded through grants, interest savings between a 20-year and 30-year loan, and possibility of lowering the water rate increase. Further discussion regarding construction of the Booster Station during CSAH construction project. Motion by LeBlanc, second Carter to recommend to Council approval of bids received with electrical bids pending. MOTION CARRIED.

Additional discussion regarding additional items added to bid package if bids come in lower than the GMP, such as installation of a security barrier/fence around the water treatment facility.

New Business –

Changes to Fee Schedule- Water & Sewer Connection fees need to be adjusted due to higher cost of parts - Non-metered Residential from \$385 to \$550 per water connection and from \$985 to \$1150 per sewer connection. Metered customers (commercial) water connections increase \$550/per connection for water and \$1150/per connection for sewer. Motion by Ketola, second Bautch to approve adjusted fees for 2026. MOTION CARRIED.

MNDOT Late Fee Forgiveness Request- Due to a changeover in staffing, MNDOT failed to pay their bill before due date and acquired a late charge of \$10. They are requesting city forgive the fee. Motion by Carter, second LeBlanc to waive the fee this time, future late fees will not be waived. MOTION CARRIED with FitzGerald abstaining.

FitzGerald called to adjourn regular meeting. Motion by LeBlanc, second Bautch to adjourn at 4:44 p.m. MOTION CARRIED.

Delinquent Accounts -

FitzGerald called delinquent meeting to order at 4:44 p.m.

The board reviewed the delinquent accounts.

Motion by Carter, second Ketola to approve the shut off orders. MOTION CARRIED.

Motion by Ketola, second LeBlanc to adjourn at 4:47 p.m. MOTION CARRIED.

Minutes taken by Lisa Christenson