

Minutes of the Proceedings of the Commission of North Branch Water & Light
Regular Session
January 22, 2019

CALL TO ORDER: The North Branch Water & Light Commission met in regular session and Chris Bibeau called the meeting to order at 3:30 p.m.

ROLL CALL: Commissioners present were Chris Bibeau, Peter Schaps and Kathy Blomquist. Staff members present were general manager Petsche and office clerk Baumann.

ELECTION OF OFFICERS: (1.01)

Bibeau nominated Schaps as commission chair. Bibeau seconded the motion.

Discussion followed.

Members voted: Aye – 2, Nay – 1 (Blomquist); Motion carried.

Bibeau nominated Blomquist as acting chair, seconded by Blomquist. Members voted: Aye – 2, Nay – 1 (Schaps). Motion carried.

Blomquist nominated Bibeau as secretary, seconded by Bibeau. All voted aye. Motion carried.

Schaps recommended The Post Review as the official newspaper and Associated Bank, Associated Wealth Management, Edward D. Jones, Investment Centers, Members Cooperative Credit Union, MinnCo Credit Union, Neighborhood Bank, Stearns Bank and Wells Fargo as official depositories. All voted aye. Motion carried.

There was a lengthy discussion regarding the attorney.

Motion by Bibeau, seconded by Blomquist to retain Miller & Stevens, P.A. as the attorney. Members voted: Aye – 2, Nay – 1 (Schaps). Motion carried.

Schaps agreed with Oberloh & Associates as the auditor and Associated Financial Group as the insurance agent. All voted aye. Motion carried.

MAYOR JIM SWENSON: (33.25)

Swenson stated that he has had some people come to him with suggestions and he thought he should bring those suggestions to the commission. He read a prepared statement. He asked the commission to consider changing the time of the meeting. He also asked if we could inform customers of rate comparisons.

Discussion.

APPROVE AGENDA: (46.56)

Schaps asked for a consensus on approving the agenda. All voted aye. Motion carried.

PUBLIC COMMENT: (47.57)

There were a couple of customers that came to the meeting to better understand the rates and also thought that changing the time of the meeting was a good idea.

Discussion.

Minutes (1:14.38)

Schaps had a comment regarding the wages. He wants to include a note of a 6-11% increase for 2019 added to the minutes.

Discussion.

Members voted: Aye – 2, Abstained – 1 (Blomquist). Motion carried.

Payment of Bills (1:19.50)

Schaps asked about professional services.

Petsche stated that it was for engineering costs for the air permit. It may have also included some legal fees.

Motion by Schaps to approve the payment of bills as presented. All voted aye. Motion carried.

Utility Financial Update (1:21.51)

Hill was absent. Petsche informed the commission that Hill will be retiring. He will be available through February or March. Petsche said that he has been working with Hill to make some minor changes to the reports. Petsche went over the information in the reports.

Discussion.

Blomquist asked about replacing Hill.

It was decided that we would wait to determine if services are needed from the new city finance director.

Motion by Schaps, seconded by Bibeau to approve the financial update. All voted aye. Motion carried.

After a short break the board reconvened at 5:09 p.m.

Attorney's Fees (1:39.56)

Petsche reported that Miller & Stevens law firm is requesting that the rate be equal to the City rate of \$120/hr.

Discussion.

Motion by Bibeau, seconded by Blomquist to accept the proposed rate of \$120/hr. All voted aye. Motion carried.

Tower Agreement with NB Schools (1:42.15)

Petsche reported that the school had shared information regarding the property where the water tower is located. He went over the information in the email that he received from the school as well as the history of the antenna on the north tower.

Discussion.

Motion by Bibeau, seconded by Schaps to continue with the initial agreement of \$300 per month.
Members voted: Aye – 2, Nay – 1 (Blomquist).

Air Permit (1:59.17)

Petsche reported that he has a meeting scheduled with the MPCA on Monday at 2:00 p.m. SEH is the engineering firm working on the permit and he also has SMMPA involved. He went on to inform the commission of what he plans on discussing with the MPCA.

Discussion.

General Discussion (2:06.43)

Mark informed the commission about a water leak on Birch Street.

There was a short discussion on repairs.

Schaps asked about the hockey association situation.

Petsche explained the circumstances with the rink at the high school.

Discussion.

Motion by Schaps, seconded by Bibeau to adjourn the meeting.
Meeting was adjourned at 5:48 p.m.

The next regular session meeting is February 19, 2019 at 3:30 p.m.

Chris Bibeau, Secretary