

Minutes of the Proceedings of the Commission of North Branch Water & Light
Regular Session
July 16, 2019

CALL TO ORDER: The North Branch Water & Light Commission met in regular session and Peter Schaps called the meeting to order at 4:00 p.m.

ROLL CALL: Commissioners present were Peter Schaps, Chris Bibeau. Staff members present were general manager Petsche and office manager Kraemer. Kathy Aho from Baker Tilly Municipal Advisors was also present.

APPROVE AGENDA: (2.21)

Petsche added service territory after #5.

Motion by Schaps, seconded by Bibeau to approve the amended agenda. All voted aye. Motion carried.

PUBLIC COMMENT: (1.04)

None

Minutes (1.16)

Motion by Schaps, seconded by Bibeau to approve the minutes of the June 17, 2019 regular session meeting. All voted aye. Motion carried.

Payment of Bills (2.03)

Bibeau asked about hook-up fees. He was told that the fees are payments from the city for water connection fees on the building permits.

Bibeau asked about inventory. It was explained to him that water meters were purchased.

Bibeau asked about chemicals.

Commissioner Neider joined the meeting at 4:05 p.m.

Petsche explained the chemicals that we purchase and approximately how often.

Bibeau asked about supplies & maintenance in the water department. Petsche said that there will not be a consistent pattern in this account.

Bibeau asked about subscriptions, dues & travel. He asked if we sent an employee out for training. Petsche explained that the generation employee was in training for most of the week.

Bibeau also asked about credit card fees and the DSM program. Petsche gave an explanation for the two accounts.

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

Kathy Aho (12:08)

Kathy Aho was present to discuss “bond basics” with the commission. She brought a handout for the commission to follow along with. She went over debt management and the commissions

responsibility as the obligated party. She explained the bond issuance process along with the authority to issue bonds. There was discussion regarding the types of obligations and the commission's debt. She also explained the commission's as well as the City's credit ratings over the past few years. Bond covenants, the relationship between the commission and the City and, also the relationship between the commission's debt and the City were discussed.

There was also a discussion on the monthly financial reports.

Service Territory (1:22.26)

Petsche went over the boundaries of our service territory. He shared the agreement with East Central Energy (ECE) along with the changes to the original agreement and the memorandum of understanding with the commission. He said that it is a very difficult agreement for the utility to work with. He talked about areas within our territory that we can build in without going to the PUC. A negotiation with ECE needs to take place for electric acquisition areas outside of our service territory.

Discussion.

Petsche was asked to set up a meeting with ECE regarding the area on 14th Avenue.

MMUA Summer Conference (1:44.02)

Petsche said that he has always tried to encourage commissioners to attend the conference if at all possible. He also said that there is good information provided.

Discussion.

Petsche thinks that the commission should look at putting in a charging station for electric vehicles.

Discussion.

General Discussion (1:50.35)

Schaps reminded the commission of the joint meeting with the EDA on Tuesday July 23, 2019 at 4:00 p.m. at the North Branch Library.

All of the commissioners stated that they would be at the meeting.

Petsche had some questions about the items for discussion.

Discussion.

Meeting was adjourned at 6:06 p.m.

The next regular session meeting is August 20, 2019 at 3:30 p.m.

Chris Bibeau, Secretary