

Minutes of the Proceedings of the Commission of North Branch Water & Light
Regular Session
June 17, 2019

CALL TO ORDER: The North Branch Water & Light Commission met in regular session and Peter Schaps called the meeting to order at 4:01 p.m.

ROLL CALL: Commissioners present were Peter Schaps, Chris Bibeau. Staff members present were general manager Petsche and office manager Kraemer.

APPROVE AGENDA: (.10)

Petsche stated that a commissioner had requested to remove #10 from the agenda.

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

PUBLIC COMMENT: (2.25)

None

Minutes (2.30)

Motion by Schaps, seconded by Bibeau to approve the minutes of the May 21, 2019 regular session meeting. All voted aye. Motion carried.

Payment of Bills (3.29)

Petsche commented on the amount for account 73-60-58802000. This was for the water line repair on Hwy 95. He believes that it is the final payment.

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

Customer – Waive Penalty (4.45)

Petsche informed the commission that state statute considers electric information as privileged information. If the customer wants to state his information, then it can be discussed. The customer came to the office last week and asked Petsche if the late fees could be waived. Petsche explained that he did not have the authority to waive they penalties, but he suggested that the customer come to a commission meeting and have the discussion with the commission.

Lyn Sahr from Home & Away Ministries gave the commission a brief explanation of his business. He spoke about his bills and the personnel responsible for making payments. He then asked the commission to consider waiving the penalties on the account.

Discussion regarding the account.

Blomquist joined the meeting at 4:16 p.m.

Discussion continued regarding the utility account.

Motion by Bibeau, seconded by Schaps to waive 50% of the accrued penalties on the account. All voted aye. Motion carried.

Service Territory (46.36)

Petsche reported that there is an agreement with East Central Energy that has been submitted to the PUC. Now we are waiting for the approval from the PUC. A 3-phase line needs to be built for a lift station. He is hoping to acquire the residential customers this summer.

Discussion followed.

Petsche offered to speak to the commissioners individually, outside of the meeting, about another possible area.

Discussion.

Administration Policy (56.53)

Schaps wanted to discuss the language change from the last meeting. He felt that request to change the language came out of nowhere. He asked Blomquist about the meeting that occurred to prompt the change in the language.

Blomquist stated that there was a comment by the city administrator after a closed meeting regarding the language in our administration policy.

Discussion.

Schaps said that the administration policy states that “prior to commission action on proposed administrative policy, such policy may be reviewed by utility’s attorney and policy drafts shall be submitted to the commission for study and consideration”. He feels that there wasn’t enough time to study the information and would like to have more discussion on the matter.

Motion by Schaps to rescind the motion made at the May 21st, 2019 meeting amending the change in language in the administration policy 100 section 1.1.

Discussion followed.

The motion did not pass for lack of a second.

The commission asked Petsche to contact Kathy Aho for clarification regarding the ownership of the utility.

Cherokee Place – 399th Street (pt. 2 1.56)

Blomquist feels that the utility should be informed about the fees incurred for this project, so she asked the city administrator if she had sent the information to Petsche. The city administrator stated that she did not send him the information so Blomquist sent the information to Petsche so it could be included in the meeting packet.

Discussion.

General Discussion (13.23)

Schaps asked Blomquist if she could make a brief report about what is happening at the city council meetings and EDA meetings.

Blomquist said that she will make a list of projects that the city is envisioning and report back at the commission meetings for discussion.

Meeting was adjourned at 5:32 p.m.

The next regular session meeting is July 16, 2019 at 4:00 p.m.

Chris Bibeau, Secretary