

Minutes of the Proceedings of the Commission of North Branch Water & Light
Regular Session
March 19, 2019

CALL TO ORDER: The North Branch Water & Light Commission met in regular session and Peter Schaps called the meeting to order at 3:34 p.m.

ROLL CALL: Commissioners present were Peter Schaps and Kathy Blomquist. Staff members present were general manager Petsche and office manager Kraemer.

APPROVE AGENDA: (.30)

Blomquist asked to add the time of commission meetings to general discussion.

Schaps asked for the addition of increasing the number of commissioners to general discussion.

Motion by Blomquist, seconded by Schaps to approve the amended agenda.

PUBLIC COMMENT: (1.43)

None

Minutes (2:00)

Motion by Blomquist, seconded by Schaps to approve the minutes of the January 22, 2019 regular session meeting. All voted aye. Motion carried.

Payment of Bills (2:27)

Schaps asked about professional services.

Petsche stated that it was for engineering costs for the air permit. The costs would have included the modeling and meeting with the MPCA.

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

Utility Financial Update (4.35)

Petsche reported that there is a partial update due to changing the format of the documents.

Bibeau joined the meeting at 3:39 p.m.

Petsche went over the new format.

Discussion.

Request for Trunk & WAC Waivers – Cherokee Place 2nd Phase (12.45)

City administrator Fry gave an overview of the development project on Cherokee Avenue. The commission reduced the fees for phase one in 2017. She is asking on behalf of Commonwealth to significantly reduce the fees for phase 2. If the commission agrees to a reduction she is asking for documentation in the form of a resolution or if a decision is not made at the current meeting, the council would like a decision by April 19, 2019.

Blomquist thinks it would be a nice addition. She would like to drop the fees to \$0.

Petsche said we are kind of relying on trunk fees and WAC fees to help fund our reserve accounts.

Discussion.

Schaps would favor almost any proposal that will get the project going.

Bibeau thinks that the trunk fees are in place and they should be honored by this company as well as any other company that comes to town to do business.

Discussion.

Motion by Schaps, seconded by Blomquist to approve waiving the fees as stated in resolution 19-02 (attached). Members voted: Aye – 2, Nay – 1 (Bibeau). Motion carried.

After a short break the board reconvened at 4:44 p.m.

Closed Session

The meeting was closed per MN State Statute 13D, for the purpose of discussing personnel issues. This portion of the meeting was not open to the public and the meeting was not recorded.

Commissioner Schaps reopened the regular session meeting at 5:40 p.m.

Electric Department Pick-up (.28 pt. 2)

Petsche asked the commission for permission to purchase a pick-up to replace the 2000 Chevy for the electric department. He would like to buy a used truck.

Discussion.

Motion by Bibeau, seconded by Blomquist to purchase a pick-up for an amount up to \$20,000. All voted aye. Motion carried.

Tower Agreement with NB Schools (4.37 pt 2)

Petsche reported that the chairman of the school board came to his office. It appears that the school has approved the tower agreement. They spoke about the old agreements. Petsche believes that the chairman was satisfied after their discussion.

Discussion.

Air Permit (7.14)

Petsche reported that it is not looking good after the meeting with the MPCA. They are allowing our engineering firm to do slightly different modeling. It looks like we will have to raise the stacks.

Discussion.

Bank Signatures & Point of Order (10.46)

Petsche explained that at the meeting in January a motion was made and seconded by Bibeau so that motion needs to be corrected.

Motion by Bibeau, seconded by Schaps to appoint Schaps as the commission chair. Members voted: Aye – 2, Nay – 1 (Blomquist).

Petsche informed the commission that the minutes need to reflect the commissioners that are signers at each of the banks.

Motion by Bibeau, seconded by Schaps to appoint Bibeau the commission secretary and Schaps the commission chair as signers at Stearns Bank. All voted aye. Motion Carried.

Motion by Bibeau, seconded by Schaps to appoint Schaps the commission chair, Bibeau the commission secretary and Petsche the general manager as signers at Neighborhood Bank. All voted aye. Motion carried.

Motion by Schaps, seconded by Bibeau to appoint Schaps the commission chair, Bibeau the commission secretary and Petsche the general manager as signers at Associated Bank. All voted aye. Motion carried.

General Discussion (22.33)

Blomquist suggested that the time of the meeting be changed so it may be easier for people to come to the meeting for general discussion. She doesn't agree that the meeting should be moved to city hall.

Discussion.

Motion by Blomquist, seconded by Bibeau to move the meeting to 4:00 p.m. on a three-month trial. All voted aye. Motion carried.

Schaps feels that increasing the size of the would be a benefit because of the open meeting law. He wants to see success, leadership and coordinated leadership.

Discussion.

Motion by Schaps, seconded by Bibeau to increase the commission to five members. Members voted: Aye – 2, Nay – 1 (Blomquist).

Meeting was adjourned at 6:12 p.m.

The next regular session meeting is April 16, 2019 at 3:30 p.m.

Chris Bibeau, Secretary

STATE OF MINNESOTA
COUNTY OF CHISAGO
NORTH BRANCH WATER & LIGHT

Commissioner Schaps offered the following Resolution and moved its adoption.

RESOLUTION NO. 19-02

A RESOLUTION AUTHORIZING THE REDUCTION OF NORTH BRANCH WATER & LIGHT FEES FOR COMMONWEALTH DEVELOPMENT CORPORATION FOR CHEROKEE PLACE PHASE 2

WHEREAS, Commonwealth Development Corporation (Commonwealth) is working on a proposal to be submitted to Minnesota Housing for construction of multifamily housing in the City of North Branch that will be rented at rates affordable for working families; and,

WHEREAS, the affordable housing will be open to families that meet income qualifications; and,

WHEREAS, Commonwealth plans to construct a 48 units in six structures; and,

WHEREAS, the building will set aside at least 5 units for homeless families; and,

WHEREAS, Commonwealth has requested that North Branch Water & Light reduce its trunk and access fees to increase the likelihood that the project will be funded; and

WHEREAS, the project will be constructed upon approval and financing by MHFA.

NOW THEREFORE, BE IT RESOLVED BY THE NORTH BRANCH WATER & LIGHT COMMISSION,

That North Branch Water and Light authorizes the reduction of 100 % the North Branch Water & Light associated water area fees and water trunk fees for Commonwealth phase 2 for the affordable housing project being planned for the SW corner of 400th and Cherokee.

The motion for the adoption of the foregoing Resolution was duly seconded by Commissioner Blomquist and being put to vote members voted: AYE: 2 NAY: 1

Chris Bibeau
Kathy Blomquist

N
A

Peter Schaps

A

Passed and adopted this 19 day of March, 2019.

North Branch Water & Light Commission

BY: Peter Schaps
Peter Schaps, Chair

ATTEST: Mark Petsche
Mark Petsche, General Manager