

Minutes of the Proceedings of the Commission of North Branch Water & Light
Regular Session
September 19, 2017

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

ROLL CALL: Commissioners present were Matt Falk and Cindy Erickson. Staff members present were general manager Petsche and office manager Kraemer. City Finance Director Hill was also present.

APPROVE AGENDA: (.16)

Motion by Erickson, seconded by Falk to approve the agenda. All voted aye. Motion carried.

PUBLIC COMMENT: (.33)

None

Minutes (.40)

Motion by Erickson, seconded by Falk to approve the minutes of the August 29, 2017 regular session meeting. All voted aye. Motion carried.

Payment of Bills (.53)

Motion by Erickson, seconded by Falk, to approve payment of bills as presented. All voted aye. Motion carried.

Utility Financial Update (1.11)

Hill stated that the revenues were basically flat for electric and down slightly for water. Although it looks as though cash in the water is down, it is actually up because debt was paid down with the reserve funds. The debt coverage continues to climb.

Discussion.

SMMPA Discussion (11.06)

Petsche explained that SMMPA is in the process of bonding. The members need to approve the bonding by a weighted vote. The bonding is to pay for the Owatonna generation plant.

Discussion.

Motion by Erickson, seconded by Falk, to support the SMMPA bonding. All voted aye. Motion carried.

Administrative Policy Review (19.08)

Falk asked if there were any questions about the policy because he wants to bring it back to the next meeting when Hagen-Kennedy can also participate in the discussion.

Erickson had questions about the additions to the policy regarding metering.

Discussion.

Petsche stated that there were a couple of areas that he would like to address. A name change for a bank, security lighting and service connections/disconnections/reconnections.

Discussion.

General Discussion (58.30)

Petsche went over the example of a newly formatted bill.

Discussion.

Hill requested that “storm sewer” be changed to “storm water” on the bills.

Discussion.

Motion by Falk, seconded by Erickson to adjourn the meeting.

Meeting was adjourned at 4:42 p.m.

The next regular session meeting is October 17, 2017 at 3:30 p.m.

Cindy Erickson, Secretary