

Minutes of the Proceedings of the Commission of North Branch Water & Light
Regular Session
September 18, 2018

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

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

APPROVE AGENDA: (.04)

Petsche asked to add the Salvation Army Heat Share program agreement to the agenda as item #8.

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

PUBLIC COMMENT: (.52)

None

Minutes (.58)

Motion by Schaps, seconded by Bibeau to approve the minutes of the July 17, 2018 regular session meeting. All voted aye. Motion carried.

Payment of Bills (2.38)

Petsche wanted to inform the commissioners that the payment for purchased power was high due to the warm weather.

Motion by Hagen-Kennedy, seconded by Bibeau, to approve payment of bills as presented. All voted aye. Motion carried.

Utility Financial Update (4.13)

None

Front Office Safety Measures (4.46)

Petsche informed the commissioners that there has been an increase in the number of irate customers in the last two years. He is hoping to tone down the hostility by installing a video camera with audio in the entry of the building. He would also like to have a recording informing customers that their telephone conversation will be recorded and have each conversation recorded.

Discussion on other safety measures.

Petsche said that he would talk with the police chief and ask for suggestions.

North Branch School District Lease Agreement (30.22)

Petsche went over the antenna lease agreement with the North Branch School District. He said it was very similar to the other lease agreements that we have with other companies.

Discussion.

Motion by Hagen-Kennedy, seconded by Schaps to approve the antenna lease agreement with the North Branch School District. All voted aye. Motion carried.

Heat Share Salvation Army (34.50)

Petsche explained the Salvation Army heat share program agreement. We send out pamphlets for the Salvation Army and receive money from customers for the program. The money that we receive for the program is sent to the Salvation Army.

Motion by Hagen-Kennedy, seconded by Schaps to approve the Salvation Army heat share program agreement. All voted aye. Motion carried.

General Discussion (36.27)

Schaps asked about the email that Petsche sent out about the Flink Avenue project.

Petsche said that he there was a meeting with the mayor, city administrator, financial director and attorney Stevens. Petsche said that it was basically a meeting where he wanted to address his concerns with the commission being more informed and involved in the process.

Discussion.

Motion by Bibeau, seconded by Schaps to adjourn the meeting.
Meeting was adjourned at 4:17 p.m.

The next regular session meeting is October 16, 2018 at 3:30 p.m.

Chris Bibeau, Secretary