

MINUTES OF THE PROCEEDINGS

of the Public Utilities Commission, City of Hibbing, St. Louis County, Minnesota

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October 27, 2009

Minutes of the regular meeting of the Public Utilities Commission, Hibbing, Minnesota held on October 27, 2009. Meeting called to order by Chairperson Berklich at 3:30 p.m., at the Hibbing Public Utilities, Hibbing, MN. Present were Chairperson Berklich; Commissioner Kleffman; Commissioner Fena; Legal Counsel, Allen Jacobson; General Manager, Jason Fisher; Director of Finance & Commission Secretary, Kevin Gargano; Assistant General Manager/Director of Power Production, Gary D. Myers; Director of Electrical Systems, John Carlson; and Director of Utility Operations, Corey Lubovich. Also in attendance was Curt Holcomb, Hibbing Public Access TV; Larry Claude and Paul Petrich, Local 94 Employees.

Motion made by Commissioner Kleffman, supported by Commissioner Fena, to approve the regular meeting minutes of October 13, 2009.

Motion carried unanimously.

The Commission reviewed the bills paid from October 3, 2009 through October 23, 2009 and made the following motion.

Motion by Commissioner Kleffman, supported by Commissioner Fena, that the bills paid from October 3, 2009 through October 23, 2009 in the amount of \$260,804.00 be approved.

Motion carried unanimously.

The Commission reviewed the payroll and overtime reports from October 9, 2009 through October 23, 2009 and made the following motion.

Motion by Commissioner Fena, supported by Commissioner Kleffman, that the payroll and overtime reports from October 9, 2009 through October 23, 2009 in the amount of \$194,388.36 be approved.

Motion carried unanimously.

The Commission reviewed the correspondence dated October 23, 2009 from J. Fisher regarding Award Quote No. 3154: Water Main Replacement 8th Ave. West.

Motion by Commissioner Fena, supported by Commissioner Kleffman, to award Quote No. 3154: Water Main Replacement 8th Ave. West, to the low bidder, Bougalis Construction in the amount of \$33,995.00.

Motion carried unanimously.

The Commission reviewed the correspondence dated October 22, 2009 from J. Fisher regarding Purchase of 55 Wood Power Poles.

Motion by Commissioner Kleffman, supported by Commissioner Fena, to approve the purchase of 55 Wood Power Poles in the amount of \$27,850.00.

Motion carried unanimously.

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The Commission reviewed the correspondence dated October 22, 2009 from J. Fisher regarding Step (3) Grievance Hearing: Upgrade of the Assistant Cashier to Head Cashier.

Motion by Commissioner Fena, supported by Commissioner Kleffman to deny the Step (3) Grievance: Upgrade of the Assistant Cashier to Head Cashier.

Chairperson Berklich abstained.
Motion carried.

The Commission reviewed the correspondence dated October 21, 2009 from J. Fisher regarding Employee Policy Amendment: Family Medical Leave Act (FMLA) Policy.

Motion by Commissioner Kleffman, supported by Commissioner Fena, to amend the Employee Policy EMPL109: Family Medical Leave Act (FMLA) by deleting the line on page 2 that states, "Whether or not the employee is the only person available to care for the sick or injured family member."

Motion carried unanimously.

The Commission reviewed the correspondence dated October 14, 2009 from J. Carlson regarding 2009 Christmas Wreath Installation/Removal Fees.

Motion by Commissioner Fena, supported by Commissioner Kleffman, to approve the funding for the installation and removal of Christmas wreaths and notify the Commission if this amount exceeds \$3,500.00.

Motion carried unanimously.

The Commission reviewed the correspondence dated October 21, 2009 from J. Fisher regarding Disconnects Due to Non-Payment of Utility Bill/Customer Policy # CUST020disconnect and Reconnects/Customer Policy #CUST022reconnects.

Motion by Commissioner Kleffman, supported by Commissioner Fena, to make the effective date November 1, 2009 for these two new policies.

Motion carried unanimously.

Motion by Commissioner Kleffman, supported by Commissioner Fena to approve assigning the Tree Farm Leases from Hibbing Public Utilities to Laurentian Energy Authority.

Motion carried unanimously.

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Motion by Commissioner Kleffman, supported by Commissioner Fena to move the next regular Commission meeting from November 10, 2009 at 3:30 p.m., to November 17, 2009 at 3:30 p.m.

Motion carried unanimously.

Meeting adjourned by Chairperson Berklich at 4:13 p.m.

*The next regular Commission meeting is scheduled for
Tuesday, November 17, 2009 at 3:30 p.m.,*


and

The next Public Forum will be held on Tuesday, January 26, 2010 at 6:00 p.m.

Attest:



John Berklich, Commission Chairperson



Kevin M. Gargano, Finance Director &
Commission Secretary

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