



HIBBING PUBLIC UTILITIES COMMISSION
MEETING AGENDA

Date: May 28, 2019 Time: 5:00 – 7:30 p.m.

Chairperson D. Rian	_____	Commissioner J. Bugliosi	_____
Commissioner J. Bayliss	_____	Commissioner J. Hart	_____
Commissioner J. Stokes	_____	Legal Counsel A. Borland	_____
General Manager S. Hautala	_____	Finance Director J. Lane	_____
Dir. Power Production R. Nyberg	_____	Dir. Utility Op. C. Lubovich	_____
Dir. Electrical Systems D. Chase	_____	Admin. Assistant P. Lange	_____
Safety/Env. Coord. P. Karakash	_____	Local 94 President M. Reger	_____

1. CALL TO ORDER

2. ADDS/DELETES

3. APPROVAL OF MINUTES

A. Review and approve the minutes of the regular meeting of May 14, 2019

4. CITIZENS' FORUM (*Maximum amount of time per item: (5 minutes)*)

5. CONSENT AGENDA

- A. Consider approving invoices >\$5,000 & review and approve the bills from May 15, 2019 through May 22, 2019, check numbers 39972 to 40039 & ACH transfers 5171901 to 5171903.
- B. Review and approve the payroll paid & overtime report for the May 23, 2019 pay date.
- C. Approve a short-term loan amount of \$25,000 for HPU corporate credit cards
- D. Amend 2019 revenue budget for increase in steam and water rates
- E. Approve a revised termination date from J Ridlon - janitor
- F. Consider approving letter of understanding – apprentice lineworker
- G. Approve HPU participation in and costs for participation in Jubilee Parade – July 13 2019

6. BIDS/QUOTES

- A. Purchase of Fleet Vehicles – **action requested**
 - ¾ ton for electrical distribution
 - ½ ton for meter repair
 - Used ½ ton for meter reader
 - Aerial lift bucket truck for electrical distribution
- B. Approve rental of mini-excavator – **action requested**
- C. Approve rental of a trencher – **action requested**
- D. Approve Komatsu WA380-8 Loader repairs – **action requested**
- E. Approve contracted janitorial services for five months – **action requested**
- F. Approve awarding Well 2B redevelopment repairs – **action requested**
- G. Approve awarding plant electric room roof repairs – **action requested**
- H. Approve awarding low quote for the Natural Gas Odorizer System building – **action requested**

7. PERSONNEL/POLICY

- A. Approve a maintenance custodian utility worker job description – **action requested**
- B. Approve posting for maintenance custodian utility worker – **action requested**
- C. Approve deletion of Superintendent Electrical Systems Job Description – **action requested**
- D. Approve revised Electrical Foreperson Job Description – **action requested**
- E. Approve Two (2) Lineworker Apprentice Positions – **action requested**
- F. Discuss letter of understanding – temporary transfer plant firing line – **information only**
- G. Consider interdepartmental Utility Charges – **information only**

8. DIRECTOR REPORTS
9. FINANCIAL STATEMENTS – Preliminary April 2019
10. OLD BUSINESS
 - A. Customer steam metering – **information only**
11. NEW BUSINESS
 - A. Approve to research and review options for a consolidated workforce center – **action requested**
 - B. Consider a natural gas sales program – **action requested**
 - C. Consider a change in venue for HPU Commission meetings – **action requested**
12. ADJOURNMENT

Meeting materials are available at www.hpuc.com
The next regular Commission meeting is scheduled for Tuesday, June 11, 2019 at 5:00 p.m.
at the Hibbing Public Utilities, Commission Meeting Room, 1902 E. 6th Ave., Hibbing, MN 55746

File (Commission/agenda/2019/May 28, 2019.doc)