



**HIBBING PUBLIC UTILITIES COMMISSION  
MEETING AGENDA**

**Date: January 28, 2020 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: January 14, 2020 meeting
4. **CITIZENS' FORUM: *Maximum amount of time per item: 5 minutes: Shawn Cox***
5. CONSENT AGENDA
  - A. Consider approving invoices >\$10,000 & review and approve the bills from January 10, 2020 to January 23, 2020, check numbers 42113 to 42177 & ACH transfers 1102001 to 1172002
  - B. Review & Approve the Payroll paid & overtime report for the January 16, 2020 pay date
  - C. Request for Contribution: Hibbing Junior Olympic Volleyball
  - D. Approve Resignation of D. Wahlstrom, Fuel Handler/Utility Laborer
  - E. Request for Overnight Travel: MN Rural Water Association – G. Jarmer
  - F. Authorize Participation in the Local & Statewide HPU/MMUA Bovitz Memorial Scholarship
  - G. Approve Contract w/ Milliman Actuarial Services
  - H. Approve Annual Renewal Workers Compensation Insurance LMCIT
  - I. Approve Change Order for Public Bid 01-19: Condensate Main/Svc. Replacements: S. Howard Alley
  - J. **CEM Source Maintenance Agreement**
  - K. **Overnight Travel Request: MMUA Meter School Pre-Conference & Conference: D. Unger**
6. BIDS/QUOTES
  - A. Authorize Sale of Asset: Water Department Spin Doctor – *action requested*
  - B. Review HDR Plant Allocation Study – *information only*
  - C. Review HDR Estimate for Comparative Analysis Update – *information only*
  - D. **Award Quote No. 2020-013: Scranton Well Pump Removal & Inspection – *action requested***
7. PERSONNEL/POLICY
  - A. Employee Safety Incentive Policy for 2019 – *action requested*
  - B. Approve Water & Heat Department Assistant Crew Leader Job Descriptions – *action requested*
  - C. Authorize to Post Job Posting No. 2020-01 Heat Dept. Assistant Crew Leader – *action requested*
  - D. Performance Evaluation: D. Chase, S. Hautala, J. Lane
8. DEPARTMENT REPORTS
9. FINANCIALS
10. 2020 OPERATING BUDGET APPROVAL & CAPITAL BUDGET REVIEW
11. OLD BUSINESS
  - A. Approve 2020 Steam Survey – *action requested*
12. NEW BUSINESS
13. CLOSED SESSION
  - A. Labor Negotiations per MN § Sect. 13D.03 subd. 1(b)
  - B. Performance Evaluation per MN § Sect. 13D.05 subd. 3(a)
    - D. Chase
    - S. Hautala
    - J. Lane
14. ADJOURNMENT

**Meeting materials are available at [www.hpuc.com](http://www.hpuc.com)**

**The next regular Commission meeting is scheduled for Tuesday, February 11, 2020 at 5:00 p.m. at the Hibbing City Hall, Council Chambers, 401 E. 21<sup>st</sup> St., Hibbing, MN 55746**