



HIBBING PUBLIC UTILITIES COMMISSION

MEETING AGENDA

Date: April 14, 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	_____	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/Facilities Mgr. P. Karakash	_____	Local 94 President M. Reger	_____

1. CALL TO ORDER

2. APPOINTMENTS FOR ENSUING YEAR

- A. Chairman (also LEA Board Rep.)
- B. First Vice Chairman (also LEA Board Rep.)
- C. Second Vice Chairman
- D. Commission Secretary
- E. Legal Counsel
- F. Auditor
- G. Official Newspaper & Public Posting Site
- H. Official Depositories (Security State Bank, American Bank, Wells Fargo Investment Services, U.S. Bank, National Bank of Commerce, and Xpress Billpay)
- I. Advisory Committee Appointments
 - 1) Personnel Subcommittee
 - 2) Rate Structure/Customer Policy Subcommittee
- J. MP Negotiating Subcommittee Appointments

From your computer, tablet:
<https://global.gotomeeting.com/join/385533485>
 or
 from Smartphone
 Call: +1(571)317-3122
 Access Code: 385-533-485

3. ADDS/DELETES

4. ~~YEARLY APPOINTMENTS~~

5. APPROVAL OF MINUTES: March 24, 2020 regular meeting

6. CITIZENS' FORUM: *Maximum amount of time per item: 5 minutes*

7. CONSENT AGENDA

- A. Consider approving invoices >\$10,000 & review and approve the bills from March 20, 2020 to April 8, 2020, check numbers 42482 to 42580 & ACH transfers 3202020 to 4042002.
- B. Review and approve the payroll paid & overtime report for the March 26, 2020 pay date
- C. Ratification of Power Plant Safety Valve Inspection/Testing
- D. Ratification of Power Plant Engineering for Water Induction Issue
- E. Ratification of Purchase Agreement of Real Property at 1840 1st Ave. Hibbing MN
- F. Approve Application for a Conditional Use Permit for Substation at 1840 1st Ave. Hibbing MN
- G. Inventory Purchase: 1,000 kV Transformers
- H. Ratification of Policy Changes from the COVID-19 Response Committee

8. BIDS/QUOTES

- A. Approve Engineering for Internet Network Concept – *action requested*
- B. Approve to Refresh the 2009 Arc-Flash / Relay Coordination Study – *action requested*
- C. Approve Purchase of a New Circuit Breaker for Generator 3 Primary Exciter – *action requested*
- D. Request Engineering Services for Well #3A Side by Side Replacement – *action requested*
- E. Request Engineering Service for WTP Backwash Lagoon Improvements – *action requested*
- F. Request Engineering Services for Ansley Water Tower Rehabilitation Project – *action requested*

9. PERSONNEL/POLICY

- A. Approve AFSCME Labor Bargaining Unit Contract 2020-2022 (tabled from March 24, 2020 regular meeting) – *action requested*
- B. Approve Waiver of Late Fees as per the MN PUC – *action requested*
- C. Approve Revised Plant Electrician Job Description – *action requested*



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- D. Authorize to Post Job Posting No. 2020-03 Plant Electrician – *action requested*
 - E. Review of General Manager Job Description – *action requested*
 - F. Establish Guidelines for External Search Firm – *action requested*
 - G. Major Disaster Leave Sharing Plan Policy – *action requested*
 - H. [Letter of Understanding: Covid-19 Pandemic Related Issues](#) – *action requested*
10. OLD BUSINESS
- A. Consider Entering into an Administrative Services Contract for the HPU Voluntary Residential Heat Conversion Loan Program (*tabled from the March 10 & 24, 2020 regular meeting*) – *action requested*
11. NEW BUSINESS
12. CLOSED SESSION
- A. Attorney-Client Privilege Pursuant to MN § Sect 13D.05 subd.3(b)
13. ADJOURNMENT

**Meeting materials are available at www.hpuc.com
The next regular Commission meeting is scheduled for Tuesday, April 28, 2020 at 5:00 p.m.**

Pursuant to MN § 13D.021 Subd. 1(1)(2)(3)(4), the HPU Commission will meet by phone without anyone else being present at the regular site due to the COVID-19 pandemic.

City Hall will no longer be open for HPU Commission meetings until further notice due to the COVID-19 pandemic and no one will be at City Hall for the meeting due to the COVID-19 pandemic

File (Commission/agenda/2020/April 14, 2020.doc)