

MINUTES OF THE PROCEEDINGS

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

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May 8, 2018

Minutes of the regular meeting of the Public Utilities Commission, Hibbing, Minnesota held on May 8, 2018, in the Commission Meeting Room at the Hibbing Public Utilities, 1902 E. 6th Ave., Hibbing, MN 55746. Meeting was called to order by Chairperson Garrity at 5:00 p.m. In attendance were Chairperson Garrity; Commissioner McGuire; Commissioner Grahek; Commissioner Dicklich; Commissioner Rian; Legal Counsel, Andy Borland; General Manager, Scott Hautala; Administrative Assistant, Penny Lange; and Director of Utility Operations, Corey Lubovich. Also in attendance was HPAT, Gail Adams; Hibbing Daily Tribune, Carrie Manner; Local 94 employees, E. Savela, M. Reger, T. Garrity, J. Stokes, P. Petrich, and G. Hooper. Absent from the meeting was Finance Director, Jean Lane.

ADDS/DELETES - None

CITIZENS FORUM - None

REGULAR BUSINESS OPERATIONS

Motion made by Commissioner Rian, supported by Commissioner McGuire, to approve the regular meeting minutes of April 24, 2018.

Motion carried unanimously.

The Commission reviewed the bills from April 23, 2018 through May 4, 2018, check numbers 37865 through 37943 and ACH transfers Numbers 4231801 through 5041803.

- Commissioner McGuire questioned the payment to Hawkins. C. Lubovich clarified that the charge is for potable water, not power plant chemical treatment.
- Commissioner McGuire questioned the replacement key for #56 Jeep. S. Hautala to report back with findings.
- Commissioner Dicklich questioned the yearly total for Hecimovich Mechanical. S. Hautala clarified the charge.
- S. Hautala stated that 25% of the Novaspect charge will be reallocated to Water Treatment rather than all charged to the power plant.

Motion by Commissioner Grahek, supported by Commissioner Rian, to approve the bills from April 23, 2018 through May 4, 2018, check numbers 37865 through 37943, and ACH transfers Numbers 4231801 through 5041803 in the amount of \$2,789,299.62.

Motion carried unanimously.

The Commission reviewed the payroll paid and overtime report for the April 26, 2018 pay date.

Motion by Commissioner Rian, supported by Commissioner McGuire, to approve the payroll and overtime report for the April 26, 2018 pay date, in the amount of \$189,286.41.

Motion carried unanimously.

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PUBLIC BIDS & QUOTES

The Commission reviewed the correspondence dated April 30, 2018 from C. Lubovich regarding Quotation for Scranton Well Acid De-Scaler Treatment. C. Lubovich gave presentation. Lengthy discussed was held.

Motion by Commissioner Dicklich, supported by Commissioner McGuire, to table the de-scaler process, and obtain quotes for pulling and redeveloping the Scranton Well.

Motion carried unanimously.

The Commission reviewed the correspondence dated May 2, 2018 from R. Nyberg regarding Boiler Feedpump #3 Repairs.

Motion by Commissioner Rian, supported by Commissioner Grahek, to authorize sending Boiler Feedpump #3 to the off-site GPM facility for repairs in the amount of \$16,048.98.

Motion carried unanimously.

PERSONNEL/POLICY

The Commission reviewed the correspondence dated May 4, 2018 from J. Lane regarding Customer Policy: CUST 113: water/sewer credit.

Motion by Commissioner McGuire, supported by Chairperson Garrity, to table Customer Policy: CUST113: water/sewer credit.

Motion carried unanimously.

OLD BUSINESS

The Commission reviewed the correspondence dated May 4, 2018 from S. Hautala regarding March HPU Financial Statements. S. Hautala gave presentation. Commissioner McGuire requested the financial statements be included in the packet for future Commission meetings.

Motion by Commissioner Rian, supported by Commissioner Grahek, to accept the March HPU /Financial Statements and place in the Commission file.

No action taken.

The Commission reviewed the correspondence dated May 4, 2018 from S. Hautala regarding Water Production, Treatment, and Distribution Report. C. Lubovich gave presentation on the following items:

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Carey Valley

- A temporary and permanent water treatment facility for high iron/manganese was discussed
- Waste Water Treatment Plant options with the City of Hibbing regarding backwash treatment

Scranton Well

- Dewatering issues beginning 2021 due to Hibbing Taconite mine plan
- Chairperson Garrity directed S. Hautala to contact Representative Tomassoni regarding state funding for city water infrastructure due to dewatering

Water Treatment Plant – South Wells

- Security – Intrusion alarms
- Delta V – automated systems

Water Towers and Water Supply

- Tower levels and supply presentation

Lengthy discussion was held and this item was placed in the Commission file.

No action taken.

The Commissioner reviewed the correspondence dated May 4, 2018 from S. Hautala regarding Customer Damage Responsibility Review. Lengthy discussion followed. S. Hautala & C. Lubovich were directed to meet with the owner to define the scope of a temporary fix.

Motion by Commissioner Rian, supported by Commissioner Grahek to authorize management to exceed the spending limit of \$5,000 for temporary repairs to the Hibbing Chrysler Center parking lot.

Motion carried unanimously.

Motion by Commissioner McGuire, supported by Chairperson Garrity, to have the Chairperson and/or Vice-chairperson contacted in the event of an emergency situation requiring expenditures over \$5,000.

S. Hautala to develop a policy for an emergency plan and presented it to the Commission at the next Commission meeting.

Motion carried unanimously.

NEW BUSINESS

The Commission reviewed the Request for Contribution form from N. St. Louis County Habitat for Humanity. The request is to have the utility installation fees waived for a new home at 1604 E. 11th Street, Hibbing, MN.

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Motion by Commissioner McGuire, supported by Chairperson Garrity, to waive the utility installation fees for the Habitat for Humanity home at 1604 E. 11th St., Hibbing, MN.

Motion carried unanimously.

The Commission reviewed the Request for Contribution form from Project Care for a donation in the amount of \$100.

Motion by Commissioner Dicklich, supported by Commissioner Grahek, to authorize a \$100 donation to Project Care.

Motion carried unanimously.

The Commission reviewed the Request for Contribution form from the Hibbing Fire Department for a donation in the amount of \$100.

Motion by Commissioner Dicklich, supported by Commissioner Grahek, to authorize a \$100 donation to the Hibbing Fire Department for National Fire Safety Council.

Motion carried unanimously.

The Commission reviewed the correspondence dated May 4, 2018 from J. Lane regarding HPU Jubilee parade participation.

Motion by Commissioner McGuire, supported by Commissioner Dicklich, to table this item to the next meeting.

Motion carried unanimously.

Commissioner McGuire requested updates on the LEA status at each Commission meeting.

C. Lubovich gave update on a past NORAMCO report regarding Central Addition.
C. Lubovich to collaborate information and return to the Commission at a later date.
Commissioner Rian suggested collaborating with the City relating to alley work.

CLOSED SESSION

The Commission reviewed the correspondence dated May 4, 2018 from S. Hautala regarding Closed Session: Labor Contract Update.

Motion by Commissioner Rian, supported by Commissioner Grahek to enter into Closed Session at 7:50 p.m.

Motion carried unanimously.

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Present in the Closed Session was Chairperson Garrity; Commissioner McGuire; Commissioner Grahek; Commissioner Dicklich; Commissioner Rian; Legal Counsel, Andy Borland; and General Manager, Scott Hautala.

Motion by Commissioner McGuire, supported by Commissioner Grahek, to enter into Open Session at 8:22 p.m.

Motion carried unanimously.

Motion by Commissioner Rian, supported by Commissioner Dicklich, to adjourn the meeting at 8:23 p.m.

Motion carried unanimously.

Attest:


Patrick Garrity, Chairperson


Jean Lane, Commission Secretary

***The next regular Commission meeting is scheduled for
Tuesday, May 22, 2018 at 5:00 p.m.
at the Hibbing Public Utilities Administration Building, 1902 E. 6th Ave., Hibbing, MN 55746***

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