

# **MINUTES OF THE PROCEEDINGS**

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

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January 8, 2019

Minutes of the regular meeting of the Public Utilities Commission, Hibbing, Minnesota held on January 8, 2019, at Hibbing Public Utilities, 1902 E. 6<sup>th</sup> Ave., Hibbing, MN 55746. Chairperson Garrity called the meeting to order at 5:00 p.m. In attendance were Chairperson Garrity; Commissioner McGuire; Commissioner Hart; Commissioner Rian; Commissioner Bugliosi; Legal Counsel, Andy Borland; General Manager, Scott Hautala; Director of Finance, Jean Lane; Director of Utility Operations, Corey Lubovich; Director of Power Production, Bob Nyberg; Director of Electrical Systems, Dan Chase; Administrative Assistant, Penny Lange; Safety/Environmental Coordinator, Pete Karakash. Also in attendance were HPAT, Ron Wirkkula; Hibbing Daily Tribune, Carrie Manner; Local 94 employees M. Reger, E. Savela, & T. Garrity. Citizen/Retiree, J. Stokes.

### **ADDS/DELETES**

- Chair Garrity stated there is a request from S. Hautala to Add Item 6.D.: Cemsources Maintenance Agreement 2019.
- Commissioner Rian requested to add under New Business: Schedule a Meet and Greet with the City Council.
- Commissioner Rian requested to add under New Business: PFA Loan or Grant for Expenditure on the Water Utility.

### **APPROVAL OF MINUTES**

Motion by Commissioner Rian, supported by Commissioner McGuire, to approve the regular meeting minutes of December 27, 2018 with the add on of language under Old Business regarding Water Service Thawing, "that a frozen water line is an emergency and that for a fee and by signing a waiver, HPU personnel will attempt to thaw a frozen water line on both sides of the curb stop".

Motion carried unanimously.

**CITIZENS FORUM** - No One Present

### **CONSENT AGENDA**

Motion by Commissioner Rian, supported by Commissioner Bugliosi, to approve the following consent agenda items:

- 5.A. Review and approve the items over \$5,000.
- 5.B. Review and approve the bills from December 20, 2018 through January 3, 2019, check numbers 39236 through 39287 & ACH transfer 12201801 to 12281804.
- 5.C. Review and approve the payroll paid and overtime report for the January 3, 2019 paydate.

Motion carried unanimously.

### **PUBLIC BIDS & QUOTES**

The Commission reviewed the correspondence dated January 8, 2019 from J. Lane to Consider Approving a Request for Proposal for Financial Services.

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Motion by Commissioner McGuire, supported by Commissioner Hart, to authorize the Consideration to Approve a Request for Proposal for Financial Services as per the following Resolution:

BE IT RESOLVED, THAT, the Hibbing Public Utilities Commission authorizes a request for proposal for financial services to be presented at the April 2019 annual appointment meeting.

Motion carried unanimously.

The Commission reviewed the correspondence dated January 8, 2019 from J. Lane to Consider Approving a Request for Proposal for General Legal Services.

Motion by Commissioner Rian, supported by Commissioner Bugliosi, to authorize Consideration to Approve a Request for Proposal for General Legal Services as per the following Resolution:

BE IT RESOLVED, THAT, the Hibbing Public Utilities Commission authorizes a request for proposal for general legal services to be presented at the April 2019 annual appointment meeting.

Motion carried unanimously.

The Commission reviewed the correspondence dated January 4, 2019 from S. Hautala regarding Request for RFP for Locating Services.

Motion by Commissioner McGuire, supported by Commissioner Rian, to authorize the Request for RFP for Locating Services.

Motion carried unanimously.

The Commission reviewed the correspondence dated January 7, 2019 from P. Karakash regarding Cemsorce Maintenance Agreement 2019

Motion by Commissioner McGuire, supported by Commissioner Hart, to authorize the Cemsorce Maintenance Agreement for 2019 in the amount of \$55,619, billed quarterly.

Motion carried unanimously.

## PERSONNEL/POLICY

The Commission reviewed the correspondence dated January 4, 2019 from S. Hautala regarding 2019 MMUA/HPUC Tom Bovitz Memorial Scholarship.

Motion by Commissioner McGuire, supported by Commissioner Bugliosi, to authorize the 2019 MMUA/HPUC Tom Bovitz Memorial Scholarship and participate in a local \$250 Scholarship.

Motion carried unanimously.

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## OLD BUSINESS

The Commission reviewed the correspondence dated December 28, 2018 from Legal Counsel A. Borland, regarding Opinion from Attorney General's Office regarding Steam Conversion. Lengthy discussion held regarding State Statute from Attorney General's opinion and proposed language to provide Hibbing as an exception to the general statute.

No action taken.

## NEW BUSINESS

Add on of a Request of Meeting and Greet by Commissioner Rian.

Motion by Commissioner Rian, supported by Commissioner Bugliosi, to schedule a meet and greet with the new city councilors as soon as possible.

Motion carried unanimously.

Add on of PFA Loan/Grants for the Water Utility Expenditure by Commissioner Rian. Discussion held. C. Lubovich stated that the HPU has utilized the PFA's previously for the Highland Tower Rehabilitation and the Ansley Tower Replacement. A meeting was held in 2015 regarding Water Treatment Plant but was decided not to pursue a PFA for a water treatment plant at that time. S. Hautala suggested postponing this topic until budget discussions.

No action taken.

## ADJOURNMENT

Motion by Commissioner Rian, supported by Commissioner McGuire, to adjourn the meeting 6:15 p.m.

Attest:

  
Patrick Garrity, Chairperson

  
Jean Lane, Commission Secretary

*The next regular Commission meeting is scheduled for Tuesday, January 22, 2019 at 5:00 p.m. at the Hibbing Public Utilities Commission Meeting Room, 1902 E. 6<sup>th</sup> Ave., Hibbing, MN 55746*

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