

ADOPTED UTILITY MINUTES

January 12, 2020

CITY HALL ~ 4:00 P.M.

Board Present: Darrell Nissen, Jeff Paplow, Brian Rossow, Chad Janssen, Steve Condon

Board Absent:

Others Present: Kelly Rasche-Clerk, Cheryl Ulferts-Finance, Rustin Kaderabek, Jeff Bechthold-MRES

Call the meeting to order.

Approval of the agenda -- Motion to approve the agenda, as presented, made by **Janssen/Rossow**, all yes, motion carried.

Approval of the minutes -- Motion to approve the minutes of December 10, 2019, made by **Rossow/Janssen**, all yes, motion carried.

Approval of Accounts Payable -- Motion to approve the Accounts Payable totaling **\$216,310.64**, and approve the Investment and Transfer Activity, made by **Janssen/Rossow**, all yes, motion carried.

REORGANIZATION

- 1. Welcome new board member Jeff Paplow and return of Steve Condon**
- 2. Appoint 2020 Chair and Vice-Chair** – Nomination by Rossow of Nissen as Chair and Condon as Vice Chair. Motion to approve Nissen as Chair and Vice Chair as Condon made by **Rossow/Janssen**, all yes, motion carried.
- 3. Appoint 2020 Committees** – Motion to approve the committees, as presented made by **Condon/Janssen**, all yes, motion carried.

2020 UTILITY COMMITTEES

- Chairperson Nissen
- Vice-Chair Condon
- Water Nissen/Condon
- Electric Janssen /Nissen
- Equipment Rossow/Paplow
- Personnel Nissen/Rossow
- SMBS Rossow
Anderson (alternate)

SCHEDULED/UNSCHEDULED GUESTS

Scheduled

Unscheduled

DEPARTMENT REPORTS

Accounts Receivable – Rasche shared the report with the board.

Water Department Report – The pre-construction meeting is expected to be held in February for the R.O. construction project. Kaderabek reported good things with Macek.

Missouri River Energy – Jeff Bechthold shared some of the materials for the Kozy Heat project are starting to get to Lakefield. Materials will continue to arrive over the next 8 weeks. Kaderabek reported ITC will be doing some maintenance and has asked us to power the community with the generators for a day. The day will be decided in spring.

AGENDA ITEMS

1. **Resolutions** – Motion to approve the annual resolutions, 01-06, made by **Rossow/Condon**, voice vote, all yes, motion carried.
 - a. **20-01** **Financial Institutions and Signers**
 - b. **20-02** **Offset of Accounts**
 - c. **20-03** **Allow Wiring of Funds**
 - d. **20-04** **Allow Prepayment of Accounts Payable**
 - e. **20-05** **Designation of Office Newspaper of Publication**
 - f. **20-06** **2020 Fee Schedule**
2. **WAPA Contract Approval Consideration** -- Motion to approve the WAPA contract made by **Condon/Janssen**, all yes, motion carried. Lakefield has benefited from WAPA power since the 1950's. This contract renewal runs thru December 2050. This is the cheapest power available at this time.
3. **Kaderabek and Macek attendance at the MN Rural Water conference March 3-5** – Motion to approve the attendance of Kaderabek and Macek at the MN Rural Water conference in St. Cloud MN made by **Condon/Rossow**, all yes, motion carried. Conference will cost approximately \$1,000 for both to attend. Conference is \$250 each and hotel is \$380 plus taxes.

OLD BUSINESS

OTHER BUSINESS

INFORMATIONAL ITEMS

1. **SMBS Report** – Rossow reported open meeting discussion is still a topic on the agenda at SMBS. The board consensus is to have SMBS meetings remain open as open meeting law applies.
2. **Power Plant Tuck Pointing** – Karr Tuckpointing viewed the powerplant building on January 13th. A quote will be forthcoming.

ANNOUNCEMENTS

1. **Next commission meeting Tuesday, February 11, 2020, at 4:00 p.m. in City Hall.**

Motion to adjourn the meeting at 5:05 p.m. made by **Janssen/Condon**, all yes, motion carried.

Darrell Nissen, Chairman

Attest:

Kelly Rasche, Administrative Clerk