PURSUANT TO DUE CALL AND NOTICE THEREOF THE
LAKE CRYSTAL UTILITIES COMMISSION MET IN THEIR
REGULAR MEETING ON TUESDAY, JANUARY 9, 2018
BEGINNING AT 7:30 O’CLOCK A.M.

The following Commissioners were present:
Commissioners McCoy, Nelson, Johnson.

Commissioner McCoy called the meeting to order.

Also Present:
Bill Daley, Public Works Superintendent; Mathias Phelps, Electric Superintendent;
Taylor Gronau, City Administrator; Lisa Jacoby, Office Assistant.

Commissioner Johnson moved and Commissioner Nelson seconded the motion to
approve the December 12, 2017 meeting minutes. The following vote was had and
taken,
Ayes: McCoy, Nelson, Johnson.
Nays: None.

Commissioner McCoy moved and Commissioner Johnson seconded the motion to
approve utility bills totaling $244,205.19. The following vote was had and taken,
Ayes: McCoy, Nelson, Johnson.
Nays: None.

Commissioner Nelson moved and Commissioner Johnson seconded the motion to
appoint Commissioner McCoy as Chairman for the Lake Crystal Municipal Utilities
Commission. The following vote was had and taken,
Ayes: McCoy, Nelson, Johnson.
Nays: None.

Commissioner McCoy moved and Commissioner Johnson seconded the motion to
appoint Commissioner Nelson as Vice-Chairman for the Lake Crystal Municipal Utilities
Commission. The following vote was had and taken,
Ayes: McCoy, Nelson, Johnson.
Nays: None.

Commissioner Nelson moved and Commissioner Johnson seconded the motion to
appoint Taylor Gronau as the Secretary for the Lake Crystal Municipal Utilities
Commission. The following vote was had and taken,
Ayes: McCoy, Nelson, Johnson.
Nays: None.
Commissioner Nelson moved and Commissioner Johnson seconded the motion to appoint Chairman McCoy as the authorized signer for the Lake Crystal Utilities Municipal Utilities Commission. The following vote was had and taken,

Ayes: McCoy, Nelson, Johnson.
Nays: None.

Commissioner Johnson moved and Commissioner McCoy seconded the motion to designate MinnStar Bank as the official depository for the Lake Crystal Municipal Utilities Commission. The following vote was had and taken,

Ayes: McCoy, Nelson, Johnson.
Nays: None.

Commissioner Johnson moved and Commissioner Nelson seconded the motion to designate the Lake Crystal Tribune as the official newspaper for Lake Crystal Municipal Utilities Commission. The following vote was had and taken,

Ayes: McCoy, Nelson, Johnson.
Nays: None.

Commissioner Nelson moved and Commissioner Johnson seconded the motion that the regular meetings of the Lake Crystal Municipal Utilities Commission be held on the first Tuesday after the first Monday of each month beginning at 7:30 o’clock a.m. in the City Council Chambers of the Lake Crystal City Hall. The following vote was had and taken,

Ayes: McCoy, Nelson, Johnson.
Nays: None.

Commissioner Nelson moved and Commissioner McCoy seconded the motion to approve a mileage reimbursement rate equal to the Federal rate for 2018, currently $.545 per mile, for utility staff and officials using a personal vehicle in conducting utility business. The following vote was had and taken,

Ayes: McCoy, Nelson, Johnson.
Nays: None.

Commissioner Nelson moved and Commissioner Johnson seconded the motion to approve amendments to the City of Lake Crystal Personnel Policy. The following vote was had and taken,

Ayes: McCoy, Nelson, Johnson.
Nays: None.
Commissioner McCoy moved and Commissioner Johnson seconded the motion to approve a cost of living wage increase of 2% for non-union employees effective January 1, 2018. The following vote was had and taken,

Ayes: McCoy, Nelson, Johnson.
Nays: None.

Commissioner Nelson moved and Commissioner Johnson seconded the motion to promote Jarret Imlay to full-time Water/Wastewater Operator. The following vote was had and taken,

Ayes: McCoy, Nelson, Johnson.
Nays: None.

Commissioner Johnson moved and Commissioner Nelson seconded the motion to approve the purchase of a 2018 Chevrolet Silverado for the water/wastewater department from Mankato Motors for $32,574.00. The following vote was had and taken,

Ayes: McCoy, Nelson, Johnson.
Nays: None.

Commissioner Johnson moved and Commissioner Nelson seconded the motion to approve the purchase of truck equipment for the water/wastewater truck from ABM Equipment & Supply in the amount of $15,796.00. The following vote was had and taken,

Ayes: McCoy, Nelson, Johnson.
Nays: None.

Commissioner McCoy moved and Commissioner Johnson seconded the motion to approve Bill Daley attendance at the MPCA Wastewater Operator Conference March 20-23, 2018. The following vote was had and taken,

Ayes: McCoy, Nelson, Johnson.
Nays: None.

Superintendent Phelps updated the Commission on the following:
- Working on getting new fuel tanks for the 6 cylinder generator. Darin will help pipe it in. A new pump will need to be purchased as well.
- Finishing up insulating the shop on Main Street.

Superintendent Daley updated the Commission on the following:
- Continuing to work on Well #4
There is an internal computer issue on Well #5 that is in process of being repaired.
Continuing to work the chemicals at the wastewater plant.
Water Tower Painting bid opening is scheduled for January 24, 2018 at 1 p.m.

City Administrator Gronau updated the Commission on the following:
- Discussion regarding the Conservation Improvement Program (CIP) program. LCMU falls under 1,000 customers so we are not obligated to report and continue the program. If LCMU would reach 1,000 customers we would however need to start a program. More details to be provided at the February meeting.
- City Hall and Library Open House has been scheduled for February 5, 2018 from 4:00 – 6:30 p.m.

The Commission reviewed the revenue and expense reports for the utility departments.

There being no further business the meeting was adjourned.

Dennis McCoy, Chairman

Taylor Gronau, Secretary