

MINUTES
LAKE CRYSTAL UTILITIES COMMISSION
REGULAR MEETING
TUESDAY JULY 1, 2025
8:00 A.M.

The following Commissioners were present:

Commissioners McCoy, Ahrenstorff are present.

Staff Present:

Mayor Todd Wiens, Councilor Jeremy Hutchens, Water/Wastewater Superintendent; Madison Allen, Electric Superintendent; Angie Grafstrom, City Administrator; Tonia Turner, Administrative Assistant

Other Present:

Brian Sarff and John Graupmann of Bolton-Menk, Kelly Dybdahl of Heartland Energy, also Andi Sutton, Jennifer Lindahl, Melissa Birch and B.J. Allen were present via Zoom.

The meeting was called to order at 8:00 AM

Approval of May 6th, 2025, Regular Meeting Minutes.

Motion made by Commissioner McCoy to approve the minutes of May 6th, 2025, regular meeting, motion seconded by Commissioner Richards and carried unanimously.

Payment of bills

The commission reviewed the bills prior to the meeting.

Motion made by Commissioner Richards to approve payment of PUC bills totaling \$534,963.13, motion seconded by Commissioner McCoy and carried unanimously.

Discussion Items:

Councilor Cooper and B.J. Allen regarding Project Findings:

CERTS provides a resource for small cities that want to explore clean energy options. They plan to launch in Lake Crystal in November 2025, addressing community concerns about electricity. Lake Crystal officials engaged with experts in the field, which helped them secure a grant opportunity through the University of Minnesota's Extension Program and RSVP Lake Crystal has received two grant awards from the Empowering Small Communities Program. The city aims to develop a comprehensive energy plan that outlines its vision for 2040.

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Kelly Dybdahl: Capacity Agreement Renewal:

Kelly briefly discussed the Capacity Agreement currently in place, noting that only two generators are involved. The contract runs until December 2026, but Heartland is open to negotiating sooner if necessary.

Greater Minnesota Housing Infrastructure Grant:

The council decided to move forward with this plan, which will impact the PUC if we continue with the rest of Crystal Gardens.

Action Items:

Bolton-Menk FM TO Mankato Proposal(coming).

Engage Bolton-Menk in the planning and development of the Wastewater Treatment plan to discuss with The City Council on July 7, 2025.

Motion made by Commissioner

Resignation of Sara Raisbeck:

Raisbeck's Resignation was not unexpected, and we already have the staff in place to cover her leaving. Her last day was July 14, 2025.

Motion made by Commissioner McCoy seconded by Commissioner Ahrenstorff and carried unanimously.

Retirement of Teri Thompson-Hobart:

Accept the Retirement of Teri Thompson-Hobart effective January 20,2026.

Motion made by Commissioner Richards, seconded by Commissioner McCoy and carried unanimously.

Resignation of Ramsey Graff:

Accept the Resignation effective June 3, 2025.

Motion made by Commissioner McCoy, seconded by Commissioner Richards and carried unanimously.

Approve Wastewater Roofing Quote:

We received two quotes to fix the roof on the pump station at 402 E Humphry. Ballman Roofing and Coating quoted \$25,045.00, while Meisner Roofing quoted \$16,850.00.

Motion made by Commissioner McCoy seconded by Commissioner Richards to use Meisner Roofing at the cost of \$16,850.00 and carried unanimously.

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Electric Dept. Travel Request

Tanner McDonald and Lukas Smith are requesting \$2,031.28 to attend MMUA Overhead School.

Motion made by Commissioner Richards seconded by Commissioner McCoy and carried unanimously.

In Control Cybersecurity Service

Superintendent Hutchens explained the system's operation and outlined the price increases and the plans. In odd years, he recommends the less expensive plan of \$4526.00, focusing on the Water Plant and the Wastewater Plant. In even years, he suggests covering all Water and Wastewater sites which is around \$11,000.

Motion made by Commissioner McCoy, seconded by Commissioner Richards and carried unanimously.

Staff Reports:

Superintendent Hutchens:

The state has finally approved the service of pump 6. Tree roots caused a sewer backup at one person's house. Hydrants on the west side of town have been painted. In August, the Wastewater Treatment Basics Class will take place in Mankato, and Superintendent Huntchens wants to attend. The cost is \$585.00.

City Administrator Grafstrom:

Greg uncovered five findings during the audit. He also noted that Administrator Grafton's budget was precise and couldn't have been any closer.

Superintendent Allen:

The construction team is finishing the upper section of the power plant roof. Superintendent Allen has been spending a lot of time on desk work, which takes away from his field work. He believes it is best to hire another lineman I will also need to search for a new digger in the next couple of years.

Information items: None

Next Meeting will be Tuesday August 5, 2025, at 8:00 am

Commission Comments and Observations, if any: NONE

There being no further business, the meeting was adjourned at

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Dennis McCoy, Chairman

Angela Grafstrom, Secretary