

MINUTES
LAKE CRYSTAL UTILITIES COMMISSION
REGULAR MEETING
TUESDAY, JULY 11, 2023
8:00 A.M.

The following Commissioners were present:
Commissioners McCoy, Ahrenstorff, Richards.

Staff Present:

Jeremy Hutchens, Water/Wastewater Superintendent; Angie Grafstrom, City Administrator; Lisa Jacoby, Utility Billing Clerk.

The meeting was called to order at 8 a.m. by Chairman McCoy.

Commissioner McCoy moved and Commissioner Ahrenstorff seconded the motion to approve the June 8, 2023 regular meeting minutes. The following vote was had and taken,

Ayes: McCoy, Ahrenstorff, Richards.

Nays: None.

Commissioner McCoy moved and Commissioner Ahrenstorff seconded the motion to approve utility bills totaling \$620,575.25. The following vote was had and taken,

Ayes: McCoy, Ahrenstorff, Richards.

Nays: None.

Superintendent Hutchens initiated discussion regarding Well #3. The pump has been pulled for repairs, at that time it was found that the wiring is also bad. The quote to replace the pump, wiring and labor is approximately \$10,000.00 more than repairing the existing pump. Superintendent Hutchens recommended replacing the pump with a new pump, motor and wiring from Traut Companies in the amount of \$40,121.00.

Commissioner McCoy moved and Commissioner Richards seconded the motion to purchase a new pump, motor and wiring from Traut Companies at a cost of \$40,121.00. The following vote was had and taken,

Ayes: McCoy, Ahrenstorff, Richards.

Nays: None.

Commissioner Ahrenstorff moved and Commissioner McCoy seconded the motion to approve the change order from L&S Electric, Inc in the amount of \$8,820.00 for work done to the Cooper generator. The following vote was had and taken,

Ayes: McCoy, Ahrenstorff, Richards.

Nays: None.

A quote from Ziegler Cat for yearly generator support on the Cat generator was presented. The Commission requested a comparable quote.

Superintendent Hutchens updated the Commission on the following:

- MPCA will be performing an audit of the Bio Solids. This audit will cover records going back to the beginning of the plant.

City Administrator Grafstrom updated the Commission on the following:

- **MPCA Update on Collis Gas Leak**
WCEC is still using the extraction wells to collect as much product as possible. WCEC sent over a work plan yesterday that MPCA will review. WCEC is proposing to complete an excavation and remove the underground tanks and associated product lines. At this time, the excavation will only be on the Collis property. MPCA doesn't have a timeline yet of the proposed excavation.
- **Lighting Ordinance**
The final draft will be reviewed by the Planning and Zoning Commission on Monday, July 10th and they will decide whether or not to recommend to council for approval. This ordinance was tabled for further review.
- **Annexation**
EDA and the landowners along the highway between Key and POET are interested in annexation. Council will review and decide if we will proceed. We are currently looking at an orderly annexation which will mean first meeting and discussing with the townships involved. We would already have the option to provide water and sewer and would need to work out an agreement(s) on the electric. We are not sure who controls this area now, but we will have to consider some service territory agreements, so the city is not boxed in and/or losing out on some significant revenue in the future. Right now, it is farmland.
- **Outstanding Balance and Penalties**
We carry over a fair amount of unpaid bills each month, so I thought it might be beneficial to start including this information for you in the packet.

Superintendent Allen updated the Commission on the following:

- I am working with DGR to design the Crystal Gardens Subdivision.
- Electric staff locating the town for Consolidated. Ordering paint, flags and locks as needed.
- Cooper generator electrical issues were fixed-L&S swapped the voltage regulator from the six-cylinder generator unit, and it worked.
- Interconnection breaker was sent to L&S for repairs on 6/26/23. Parts should be readily available. Lead time was stated on the quote-three weeks.
- The interconnection breaker was swapped with the breaker for the Cooper generator's step-down transformer. The Cooper Generator is out of commission until the interconnection breaker is repaired.
- With the help from Lisa, USIC was contacted to potentially give the electric department a quote for locating. This was sparked by the mass amount of locating needed for Consolidated Communications installing Fiber Optic lines throughout the city. USIC is still in the quoting process.

Information items:

- Revenue and expense summary report
- Monthly Outstanding balance and penalties
- Next regular meeting will be August 8 at 8 a.m.

There being no further business the meeting was adjourned.

Dennis McCoy, Chairman

Angela Grafstrom, Secretary