

MINUTES
LAKE CRYSTAL UTILITIES COMMISSION
REGULAR MEETING
TUESDAY, OCTOBER 3, 2023
8:00 A.M.

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

Staff Present:

Jeremy Hutchens, Water/Wastewater Superintendent; Madison Allen, Electric Superintendent; Sara Raisbeck, Administrative Assistant; Angie Grafstrom, City Administrator; Lisa Jacoby, Utility Billing Clerk.

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

Commissioner Ahrenstorff moved and Commissioner Richards seconded the motion to approve the September 5, 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 \$411,414.11. The following vote was had and taken,

Ayes: McCoy, Ahrenstorff, Richards.

Nays: None.

Commissioner McCoy moved and Commissioner Richards seconded the motion to approve switching the employee health insurance vendor to the Public Insurance Program (PEIP). The following vote was had and taken,

Ayes: McCoy, Ahrenstorff, Richards.

Nays: None.

Commissioner Richards moved and Commissioner McCoy seconded the motion to approve raising the HAS contribution from \$1,900.00 to \$3,000.00 due to the increase cost of the deductibles. The following vote was had and taken,

Ayes: McCoy, Ahrenstorff, Richards.

Nays: None.

Commissioner Ahrenstorff moved and Commissioner Richards seconded the motion to approve offering an HSA or Value Plan Insurance with Dental. The following vote was had and taken,

Ayes: McCoy, Ahrenstorff, Richards.

Nays: None.

Commissioner Ahrenstorff moved and Commissioner Richards seconded the motion to approve uniforms for the Water-Wastewater and Electric departments. Total cost for both departments in the first year (2024) will be \$4,701.33 and has been budgeted for. Water-Wastewater begin service in 2023 if possible. The following vote was had and taken,

Ayes: McCoy, Ahrenstorff, Richards.

Nays: None.

Informed the Commission that the invoice sent to Gordy Kuznia has not been paid.

Commissioner McCoy moved and Commissioner Richards seconded the motion to approve the quote from B&B Transformer for 3 – 25 KVA and 6 – 50 KVA transformers to replenish inventory at a total cost of \$35,175.00. The following vote was had and taken,

Ayes: McCoy, Ahrenstorff, Richards.

Nays: None.

The Commission directed Administrator Grafstrom to formally request the City Council consider lowering the franchise fee from 5% down to 3%.

Superintendent Hutchens updated the Commission on the following:

- VFD Fail HSP #5 on September 7th. Working on getting a quote for repairs.
- Hwy 60 watermain break was repaired September 29th. Total cost will be approximately \$20,000.00.
- Ethanol Plant Force Main repairs are in progress.
- Biosolids report from the MPCA came back favorable.

City Administrator Grafstrom updated the Commission on the following:

- We currently have 2 generators operational. We are waiting on quotes to fix the Cooper generator. Once we have the quotes, we will need to have a special meeting to discuss if we are going to repair the generator or decommission it.
- We are still waiting for word if we will receive federal funding for Phase 1 of the facility plan.
- Clean Water Partnership wanted to recognize Jeremy Hutchens for his work with the Water Treatment Plant planting of trees.
- The proposed 2024 budget is included in the packet for review.

Superintendent Allen updated the Commission on the following:

- Working on the Cooper generator to try and diagnose the issues. Heartland needs to know by October 31, 2023 if we are going to repair it or decommission it.
- Took the new bucket truck in for warranty repairs.
- Meeting with SRF Consulting to discuss possible utility conflicts during the highway 60 project in 2025.

Information items:

- Revenue and expense summary reports.
- Budget for review.
- Capital Financial Plan Report
- Next meeting is November 7, 2023 at 8 a.m.

There being no further business the meeting was adjourned.

Dennis McCoy, Chairman

Angela Grafstrom, Secretary