

MINUTES  
LAKE CRYSTAL UTILITIES COMMISSION  
REGULAR MEETING  
TUESDAY, MARCH 12, 2024  
8:00 A.M.

The following Commissioners were present:  
Commissioners McCoy, Ahrenstorff, and 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 McCoy moved, and Commissioner Richards seconded the motion to approve the February 6, 2024, regular meeting minutes. The following vote was had and taken,  
Ayes: McCoy, Ahrenstorff, Richards.  
Nays: None.

Commissioner McCoy moved, and Commissioner Richards seconded the motion to approve utility bills totaling \$871,140.03. The following vote was had and taken,  
Ayes: McCoy, Ahrenstorff, Richards.  
Nays: None.

ServLine Utilities Protection Plan for water and sewer leaks was discussed. After the public meeting response, it was decided to not pursue this plan.

Commissioner Ahrenstorff moved and Commissioner McCoy seconded the motion to approve the 2024 summer sewer cap for the months of May – September at 7,000 gallons. Any water leaks outside of those months, the sewer will be charged at the per 1,000-gallon rate of \$5.95 as stated in the 2024 rate schedule. If a payment plan is necessary, staff will work with the customer to get the charges paid within a 12-month period. The following vote was had and taken,  
Ayes: McCoy, Ahrenstorff, Richards.  
Nays: None.

Commissioner Ahrenstorff moved and Commissioner Richards seconded the motion to approve 2024 electric, water and sewer rate increases to go into effect on April 1, 2024, billed on May 15, 2024 as stated in Appendix A at the end of these minutes. 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 quote from Overline & Sons, Inc in the amount of \$18,896.00 for cleaning and televising the sewer lines. The following vote was had and taken,

Ayes: McCoy, Ahrenstorff, Richards.

Nays: None.

A quote was presented from Traut Companies to pull pump, brushing casting and video Well #2. After discussion, the Commissioner directed Superintendent Hutchens to look at options of sealing the well and drilling a new well.

Commissioner Richards moved and Commissioner McCoy seconded the motion to approve the quote from Revolt Electric in the amount of \$9,989.00 to inspect, repair leak and test a 13.2V-4.16 kV Solomon transformer at the substation. The following vote was had and taken,

Ayes: McCoy, Ahrenstorff, Richards.

Nays: None.

Commissioner Ahrenstorff moved and Commissioner Richards seconded the motion to grant approval of the Advanced Resignation Policy pending the City Council's approval at their March 12, 2024 meeting being held at 7:30 p.m. The following vote was had and taken,

Ayes: McCoy, Ahrenstorff, Richards.

Nays: None.

Superintendent Hutchens updated the Commission on the following:

- Well #4 check valve project is complete.
- Detention Tank Valve is having a few issues. Working to find and fix the problem.

City Administrator Grafstrom updated the Commission on the following:

- Lily Lakes Trail - Brian Sarff and I met with the Transportation Alternatives Review Committee on Friday, March 1. Ryan Thilges was available via phone. We were one of 5 applicants asked to provide a short presentation and answer questions.
- Crystal Gardens #7 - We have 3 purchase agreements signed and active interest in 2 other lots.
- Civic Systems Update – Training begins March 26<sup>th</sup> and will continue through May 8<sup>th</sup>.
- Intern has declined the position.
- We received a Heartland Energy grant in the amount of \$5,000 for streetlights out at Crystal Gardens #7.

Superintendent Allen updated the Commission on the following:

- One power outage occurred on February,6. Cause: Bad single phase pad mount transformer.
- Moving along with meter change outs
- Material is ordered for Crystal Gardens, and Powder Werks. Most items are backordered, so the cost will likely be spread out until the end of July. Transformers were ordered last year and are not included in this total. Estimated cost is \$20,585.

- Wheeler World got back to us regarding the 8 cylinder Cooper generator which is a 1955 model rated at 1250 KW. At this time, the Commission decided not to fix it. We are not currently receiving capacity payments on it.

Information items:

- Revenue and expense summary reports.
- Next meeting is April 2, 2024, at 8 a.m.

There being no further business the meeting was adjourned.

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Dennis McCoy, Chairman

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Angela Grafstrom, Secretary