

**AGENDA**  
**REGULAR MEETING OF THE PUBLIC UTILITIES COMMISSION**  
**of the CITY OF LAKE CRYSTAL**  
**MONDAY, MARCH 7, 2022, at 3:00 p.m.**  
**in the COMMUNITY ROOM of**  
**CITY HALL**  
**100 E. ROBINSON STREET**  
**& VIA TELCONFERENCE 1-877-309-2073**  
**CONFERENCE CODE 257-834-981**

**I. Call to Order**

**II. Approve minutes of February 2, 2022 Public Hearing with the City Council**

**III. Approve minutes of February 8, 2022 Regular Meeting of the Public Utilities Commission**

**IV. Payment of bills**

**V. Action Items**

- A. Consider resignation of Justin Gifferson, Electric Lineman
- B. Consider writing off 2 accounts if the amount of \$1,298.90. These accounts have reached the statute of limitations for collecting.

**VI. Staff Reports**

- 1. Electric Department
  - Consider adding section to Utility Billing Policy “Meter Discrepancies”.
  - Updated on Tantalus Metering System
- 2. Water/Wastewater Superintendent (Hutchens)
  - InControl Update
  - Overline – televising Industrial Park, Lilly Lake and Crystal Creek. These areas have never been televised.
  - Final Approval Generator – Blue Star
- 3. City Administrator (Almich)
  - Staffing for Electric Utility Department
  - Update on interview process and scheduling interview dates for City Administrator.
    - Open house to meet City Administrator candidates to be held at City Hall –  
Monday, April 4<sup>th</sup> – 5 p.m.-6 p.m.
    - Interviews for the City Administrator position to be held at City Hall –  
Tuesday, April 5<sup>th</sup> –9 a.m.-3 p.m.

**VII. Information Items**

- A. WWTP Facility Plan Public Hearing March 21, 2022 at 6 p.m.
- B. Revenue and expense report

**VIII. Commission Comments and Observations, if any**

**IX. Adjournment**