

The regular meeting of the Brainerd Public Utilities Commission was held at 9:00 AM on April 26, 2016.

Commission President Mark O'Day called the meeting to order.

Commissioners Roll Call

Lucy Nesheim –Present
Don Samuelson - Present
William Wroolie – Present

Mark O'Day – Present
Dolly Matten – Present

Utility Staff Present

Secretary/Finance Director
Superintendent of Utilities
Recording Secretary

Todd Wicklund
Scott Magnuson
Sharon Jensen

Others in Attendance

Brainerd City Administrator
Brainerd City Councilmember
Brainerd Dispatch
Public Power Energy Services, LLC
BLAEDC

Jim Thoreen
Gary Scheeler
Spenser Bickett
Mike Kumm
Sheila Haverkamp

Approval of Minutes and April 2016 Bills

Motion by Commissioner Wroolie and seconded by Commissioner Matten to approve the minutes of the March 29, 2016 regular monthly meeting and to approve payment of the April 2016 bills. There was a unanimous roll call vote in favor of the motion. Motion carried.

Public Forum

None

President's Report

None

Other Commissioners' Reports

Commissioner Wroolie attended the MMUA Legislative Conference. He has asked the MMUA Government Relations representatives to track the Brainerd Airport bonding bill.

City Administrator Report

Brainerd City Administrator Jim Thoreen updated the Commissioners on Brainerd Lakes Regional Airport water and sewer extension project. The bond sale is scheduled for June 20th with the proceeds being received in mid-July. Finance Directors Connie Hillman and Todd Wicklund will be coordinating payments to the contractors in the interim. Airport annexation is still being discussed.

BRAINERD PUBLIC UTILITIES COMMISSION MEETING

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Thoreen noted the changes/reorganization at City Hall to become more efficient in serving the needs of the public and to cross-train employees. A Facilities Citizens Commission is under consideration to evaluate City Hall, Parks, Police and Fire facilities. The members would be appointed by Council members.

Secretary's Report

Secretary Wicklund reported the following significant items:

CliftonLarsonAllen 2015 Audit

2015 Audit presentation by CliftonLarsonAllen will be at the May 31st meeting.

Public Power Energy Services, LLC (PPES)

Mike Kumm, PPES, presented for Commission consideration the proposed changes to Amendment #1 with AEP Energy Partners, Inc. relating to cost of capacity. The 2nd amendment will be presented at the May 31st meeting.

Motion by Commissioner Nesheim and seconded by Commissioner Wroolie to approve changes to Amendment #1 to AEP Energy Partners, Inc. market based rate full requirements agreement. There was a unanimous roll call vote in favor of the motion. Motion carried.

Kumm stated he is preparing a draft of the three year termination notice to Minnesota Power for Commission approval in May. The notice needs to be delivered to MP on June 30, 2016.

Kumm is researching a renewable energy project proposal as to whether it would make economic sense and the potential site would be a feasible site. Other items requiring research would deal with selling energy credits and registering generators with MISO in order to sell on the market.

Superintendent's Report

Superintendent Magnuson reported on the following:

Water Department

- Leaks/Breaks/Complaints – Contractor backhoe damaged a water main on 13th Street which affected 5 homes and bacteria tests were performed in affected area.
- Filtration Plant
 - Catalyzer bed back on line
 - Minnesota Department of Health review
 - Back-up generator on order
- Projects
 - 13th Street – Crew is updating 4 to 5 hydrants
 - 6th Street – rebuild next year will affect the Lion's Head Water Fountain on 6th & Washington. Staff is working on how to make it work with the current tenant.

Wastewater Treatment Department

- WWTF/Projects
 - Contractor drilled thru a sewer main
 - MPCA fine – \$1,000 fine for biosolids application incident last fall. MPCA requested a letter stating how BPU will prevent similar incidents.

Electrical Department

- Outages/Interruptions/Complaints – Contractor hit a marked primary line on Saturday outage affected approximately 1,900 customers.
- Projects
 - APPA presentation on Brainerd Hydro

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- APPA Lineworkers Rodeo
 - BPU Journeyman team was 46th out of 60 teams
 - Dylan Ferrari, Apprentice Lineworker was 21st out of 106
 - Cory Henningson, Apprentice Lineworker was 31st out of 106

Hydro Department

- Projects
 - Paint – Started to paint exterior
 - Fence will be installed later this summer

Administration Department

- Lineworker Retirement – Lineworker retirement in June. Opening has been posted.
- Railroad Leases – MN Legislature bill regarding proposal for flat fees for railroad utility leases
- Verizon Agreement – Presented the Verizon pole attachment agreement for approval. BPU Attorney has approved the language. Commissioner Matten expressed some concerns regarding ownership, insurance, 30 day notification, and length of agreement. Magnuson will contact the Attorney.
- New Logo – BPU flag needs to be replaced and the current artwork is not scan ready. Magnuson inquired if it was time to redo the Water Tower logo. Commission directed him to bring back more options.

Old Business

Councilmember Scheeler stated he had received a call from an Aitkin County Commissioner regarding the Hydro Dam operation.

New Business

None

Motion by Commissioner Neishem and seconded by Commissioner Wroolie to meet in closed session pursuant to Minnesota Statutes Section 13D.05, subdivision 3(a) to evaluate the performance of Secretary/Finance Director Wicklund and Superintendent Magnuson. There was unanimous voice vote in favor of the motion. Motion carried at 9:58 AM.

The Commission reconvened into open session at 10:55 AM.

Adjournment

Motion by Commissioner Neishem and seconded by Commissioner Wroolie to adjourn the meeting at 10:56 AM. Meeting adjourned.