

A REGULAR MEETING OF THE PUBLIC UTILITIES COMMISSION OF THE CITY OF VIRGINIA, MINNESOTA WAS HELD AT THE OFFICE OF THE DEPARTMENT OF PUBLIC UTILITIES ON MONDAY, NOVEMBER 28, 2016 AT 3:30 P.M.

Commission President Raplinger called the meeting to order at 3:30 PM.

APPROVED

Present: Commissioners Culbert, Johnson, Marks, Marwick and Raplinger
Absent: None
Also Present: Greg French – General Manager; Bill Hafdahl – Finance Director; Mary Johnson – Supervisor – Customer Relations; Representative – Virginia Public Access TV

Item 2 – Motion to approve the agenda by Culbert and supported by Marks, motion carried.

Item 4 – Mr. French stated the LEA Meeting scheduled for November 28, 2016 in Virginia was cancelled.

Item 5 – (a) and (b) – A motion was made by Marks and supported by Johnson that financial resolution No. 5234 – Authorizing the payroll dated October 27, 2016 in the amount of \$117,201.45 checks #48982 through #48985 and direct deposits #25855 through #25928; and the payroll dated November 10, 2016 in the amount of \$116,580.60 checks #48986 through #48989 and direct deposits #25929 through #26002; and the payroll dated November 23, 2016 in the amount of \$113,085.14 checks #48990 through #48993 and direct deposits #26003 through #26075; and the bills dated October 24, 2016 through November 28, 2016 in the amount of \$2,447,938.32, checks #97661 through #97924 and wire and electronic transfers in the amount of \$2,283,945.77 be adopted. The same motion approved the Regular Commission Meeting Minutes for the October 24, 2016 meeting. Motion carried.

Item 6 (a) – Mr. French stated there were no injuries reported for the month.

Item 7 (a) – Mr. French informed the Commission of a meeting scheduled for November 30, 2016 at 9:30 am to discuss the Electric Charging Stations. He stated the meeting would primarily focus on assigning duties and discussing location.

Item 7 (b) – Mr. French updated the Commission on 8-1/2 Street South indicating that a working group drafted a letter to the 7-8 property owners inviting them to a meeting which will be held the week of December 12th.

Item 8 (a) – Mr. French informed the Commission that the 2017 Preliminary Budget Agenda Item was a talking point only. He stated there will be a Finance Committee of the Whole meeting on December 19, 2016, to discuss the budget and then vote to approve it at the regular commission meeting in December. Mr. French went on to state that the office will be closed on Monday, December 26, 2016, for the Christmas holiday and asked the Commission to approve changing the meeting date to Tuesday, December 27, 2016. A motion to change the meeting date was made by Marwick and supported by Culbert. Motion carried. Mr. French indicated he would like a working group to meet one to two times prior to the Finance Committee of the Whole meeting. Both Commissioners Raplinger and Marwick stated they would be interested and Commissioner Culbert agreed to stand in if needed.

Item 8 (b) – Mr. French stated he approved a last minute travel request for the Director – Electric Distribution to attend MMUA T& O Conference; December 6-8, 2016; St. Cloud, MN. Commissioner Marks made a motion to approve the request which was supported by Culbert. Motion carried.

Item 8 (c) – Though not on the agenda, Commission Raplinger requested a discussion about getting notices out to the public in the event of steam outages. Mr. French explained that the Utility has had difficulty getting same day notices broadcast on the local radio stations, but would be looking into a Facebook page as a means of communicating outages. Commissioner Johnson then stated it would be helpful if the outages were reported on Channel 5. Mr. French stated we would look into the Public Access channel in addition to a Facebook page and would issue notices in the event of system-wide outages occurring when temps are 40 below or colder.

Item 9 (a) – Mr. French reported that we've been running 13.5 megawatts off of #7 coal and #11 wood boilers. He further updated the commission on recent power outages. He stated the outage on Thanksgiving Day was caused by a squirrel affecting #2 sub-station and taking down 3 city feeders. The power was restored within 1.5 hours. He also addressed the outage on November 28, 2016, stating it was caused by a burnt out insulator. The incident occurred in the early morning hours and though power was out for 3.5 hours it was restored prior to the start of the work day. Mr. French also stated there was a steam outage on November 21, 2016, due to a plug in the coal conveyor for #7 boiler. He stated staff felt confident they could get it unplugged before the coal supply would run out (about 2 hours), but it ended up taking longer than anticipated and consequently supply to the steam district was lost. Mr. French stated that moving forward crews will be briefed after an incidence to discuss alternate options/prevention of future occurrences.

Item 9 (b) – Mr. Hafdahl reviewed Energy Insight's activity summary for the month of October. He stated E.I. has been working with ISD 706 – Parkview School on lighting rebates and with Natural Harvest Food Coop on their new building. Additionally he noted that several other businesses including Tritec, Starkovich Distributing and Coca Cola are considering lighting, etc. projects. He did not have an update from AEOA on the low income residential programs.

A motion to adjourn at 4:05 was made by Marks and supported by Marwick. Motion carried.

ATTEST:

APPROVED:

Bill Culbert, Secretary

Rob Raplinger, President