

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, FEBRUARY 26, 2024 AT 3:30 P.M.

Item 1. - Commission President Marwick called the meeting to order at 3:30 P.M.

**Approved**

Present: Commissioners Hale, Marwick, and Teasck  
Absent: Commissioners Johnson and Makowsky  
Also Present: Greg French – General Manager; Cassandra Belak – Director of Finance; Mary Johnson – Supervisor – Customer Relations; Liz Motley – Virginia City Council; Representative – Virginia Public Access TV

Item 1 (a) – President Marwick made a motion to elect officers as follows: Commissioner Marwick for the office of President, Commissioner Makowsky for the office of Vice-President, and Commissioner Teasck for the office of Secretary. The motion was supported by Commissioner Hale. Motion carried unanimously.

Item 2 – A motion was made by Commissioner Hale and supported by Commissioner Teasck to approve the meeting agenda. Motion carried unanimously.

Item 3 – None

Item 4 (a) and (b) - A motion was made by Commissioner Teasck and supported by Commissioner Hale to approve financial resolution No. 5348 - Authorizing the payroll dated January 25, 2024 in the amount of \$87,466.63, direct deposits #37928 through #37976; and the payroll dated February 8, 2024 in the amount of \$85,244.67, direct deposits #37977 through #38025; and the payroll dated February 22, 2024 in the amount of \$89,104.00, direct deposits #38026 through #38074; and the bills dated January 22, 2024 through February 23, 2024 in the amount of \$958,616.80, checks #116304 through #116463 and wire and electronic transfers in the amount of \$2,286,215.45; and Net Payment Adjustments for the month of January 2024 in the amount of \$5237.68; and the Regular Commission Meeting minutes from the January 22, 2024 meeting. Motion carried unanimously.

Item 5 (a) – Commissioner Marwick stated there were no injuries reported for the month.

Item 6 (a) – Mr. French updated the Commission on the change of office hours, from 8-4:30 to 8-4:00, that was implemented on a trial basis. He stated the change has been beneficial to VPU office staff, and there's been no impact on/complaints from customers. He asked the commission to make a formal motion making the change permanent. A motion was made by Commissioner Hale and supported by Commissioner Teasck to permanently change the office hours to 8-4:00. Motion carried unanimously.

Item 7 (a) – A motion was made by Commissioner Marwick and supported by Commissioner Hale to approve Resolution #5349 – Implementing the plan for the final forced conversion zone as follows: Effective immediately thru October 31, 2026; the Commission will establish a no-interest loan policy for customers forced to convert; and that those forced to convert who do not access the no-interest loan option have the right to a rebate of 75% of 2023 steam costs with maximum loan capped at \$600,000; and that a free gas service will be provided or a free outside electric service upgrade if required for those deciding to convert to electric along with a free steam disconnection of service. Motion carried unanimously.

Item 8 (a) – Mr. French gave an operations update stating the plant is running about 20,000 lbs/hr utilizing the package boilers, alternating between boiler #1 and #2 every two weeks. He further stated mediation with the AFSCME 65 Union is scheduled for March 8<sup>th</sup> and the annual financial audit for March 18<sup>th</sup>. Finally, Mr. French stated the switchgear for the MP Substation that was supposed to arrive in November is currently hung up at the Mexican border.

Item 8 (b) – Other discussion included the upcoming APPA National Conference. A motion was made by Commissioner Hale and supported by Commissioner Teasck authorizing Mr. French to register for the conference and book travel and lodging accommodations. Motion carried unanimously.

Item (9) – A motion was made by Commissioner Hale and supported by Commissioner Teasck to adjourn at 3:41 p.m. Motion carried unanimously.

ATTEST:

APPROVED:

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James Petroskey, Secretary

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Jeff Marwick, President