

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, MARCH 25, 2024 AT 3:30 P.M.

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

**Approved**

Present: Commissioners Johnson, Makowsky, Marwick, and Teasck  
Absent: Commissioner Hale  
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 2 – A motion was made by Commissioner Johnson 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 Johnson to approve financial resolution No. 5350 - Authorizing the payroll dated March 7, 2024 in the amount of \$91,816.84, direct deposits #38075 through #38123; and the payroll dated March 21, 2024 in the amount of \$85,063.28, direct deposits #38124 through #38172; and the bills dated February 26, 2024 through March 22, 2024 in the amount of \$1,102,678.72, checks #116464 through #116617 and wire and electronic transfers in the amount of \$1,462,531.74; and Net Payment Adjustments for the month of February 2024 in the amount of \$11,391.86; and the Regular Commission Meeting minutes from the February 26, 2024 meeting. Motion carried unanimously.

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

Item 5 (b) – A motion was made by Commissioner Johnson and supported by Commissioner Makowsky to approve the AFSCME 65 Union Contract and update the Management Policy as applicable. Motion carried unanimously.

Item 6 (a) – Mr. French gave a 306 Feed Transformer update stating the materials are in, terminating will begin soon, and the transformer is expected to be brought online around mid-April.

Item 7 (a) – A motion was made by Commissioner Teasck and supported by Commissioner Johnson to approve the travel request for 2 Line Crew staff to attend the MMUA Underground School; May 7-10, 2024 in Marshall, MN. Motion carried unanimously.

Item 7 (b) – A motion was made by Commissioner Johnson and supported by Commissioner Teasck to approve the travel request for 2 Line Crew staff to attend additional training for apprentices; June 10-12 and 25-27, 2024; Marshall, MN. Motion carried unanimously.

Item 7 (c) – Mr. French gave a VPU heat systems update stating Otto Maki, from The Design group, will be designing heat systems and putting together bidding packages for the office, water plant and two metal garages.

Item 7 (d) – A motion was made by Commissioner Johnson and supported by Commissioner Makowsky to accept the retirement notice of Jeff Minter and approve the payout of benefits as earned. Motion carried unanimously.

Item 8 (a) – Mr. French gave an operations update stating the plant is running about 30,000 lbs/hr utilizing the package boilers, alternating between boiler #1 and #2 every two weeks. He further stated the auditors were onsite last week for VPU's annual financial audit.

Item 8 (b) – Other discussion included the customer response to the steam conversion. Mr. French stated notices were mailed to the affected customers, as well as a post being made on the VPU Facebook page. He further stated that over 20 conversion packets have already gone out.

Item (9) – A motion was made by Commissioner Johnson and supported by Commissioner Teasck to adjourn at 3:44 p.m. Motion carried unanimously.

ATTEST:

APPROVED:

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Tom Teasck, Secretary

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Jeff Marwick, President