

# MINUTES OF THE PROCEEDINGS

## of the Public Utilities Commission, City of Hibbing, St. Louis County, Minnesota

Minutes of the regular meeting of the Public Utilities Commission, Hibbing, Minnesota, 1902 E. 6<sup>th</sup> Ave., Hibbing, MN 55746, held on March 19<sup>th</sup>, 2024. Meeting held at Hibbing City Hall, 401 E. 21<sup>st</sup> St., Hibbing MN. Chairperson Hart called the meeting to order at 5:00 p.m. In attendance were Chair Hart; Commissioner Babich, Commissioner Stokes, Commissioner Sandstede, Legal Counsel, Andy Borland; General Manager Luke Peterson, Utility Resource Manager Stefanie Dickinson, Manager of Power Supply Paul Plombon, Utility Engineer Mike West, and Customer Programs & Communication Specialist Eliot Dixon. Also in attendance were, Joe Peterson of IRE, Barr rep. Kurt Sobczynski, HPAT Rep. Ron Wirkkula and Caleb Hill; & Local 94 reps. Mark Reger. Absent was Commissioner Bayliss.

### **Item 2. ADDS/DELETES –**

Item 7.D. – Declare vacant and Approve internal posting and external advertisement for Accounting Coordinator position

### **Item 3. APPROVAL OF MINUTES**

Motion by Commissioner Sandstede, supported by Commissioner Stokes, to approve the regular meeting minutes of February 27<sup>th</sup> & March 12<sup>th</sup>, 2024.

Motion carried unanimously.

### **Item 4. CITIZENS FORUM –**

### **Item 5. CONSENT AGENDA**

Item 5.A. Approving invoices >\$1,000 & approve the bills & ACH transfers dated February 24<sup>th</sup> – March 15<sup>th</sup>, 2024

Item 5.B. Approve the payroll paid & overtime report for the March 7<sup>th</sup>, 2024 pay dates.

Item 5.C. Approve Request for Contribution; Hearts for Hospice in the amount of \$500

Item 5.D. Approve Request for Contribution; Hello, Range! in the amount of \$500

Motion by Commissioner Stokes, Supported by Commissioner Sandstede, to approve Consent Agenda items 5.A., 5.B., 5.C., & 5.D. as presented.

Motion carried unanimously.

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## Item 6. FINANCIALS & RISK MANAGEMENT

**Item 6.A.** Formally Request City of Hibbing Collaboration for 2024 PFA Funding Application

Motion by Chair Hart, Supported by Commissioner Sandstede, to Request City of Hibbing Collaboration for 2024 PFA Funding Application.

Motion carried unanimously.

**Item 6.B.** Approve Engineering Recommendation on PB 2024-01: Distribution Regulator to consider purchase of 18 units from WESCO in the amount of \$763,020

Motion by Commissioner Sandstede, Supported by Commissioner Stokes, to Approve purchase 18 units from WESCO in the amount of \$763,020

Motion carried unanimously.

**Item 6.C.** Review S.T. Cotter Extension for TG #3 rebuild

Commission discussed recommendation from Barr Engineer Kurt Sobczynski. General Manager Luke Peterson recommended the Commission not accept the Change Order without further negotiations.

Motion by Chair Hart, Supported by Commissioner Stokes, to deny Change Order from S.T. Cotter.

Motion carried unanimously.

**Item 6.D.** Award PB 2024-02: Boiler #2 Superheater Replacement to Stack Brothers in the amount of \$948,000

General Manager Luke Peterson recommended the Commission reject the bid from The Jamar Company for being incomplete. Mr. Peterson recommended PB 2024-02 be awarded to Stack Bros Mechanical.

Motion by Chair Hart, Supported by Commissioner Stokes to reject the bid submitted by the Jamar Company.

Motion carried unanimously.

Motion by Chair Hart, Supported by Commissioner Stokes, to Award PB 2024-02 :Boiler #2 Superheater Replacement to Stack Brothers in the amount of \$948,000

Motion carried unanimously.

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## Item 7. POLICY & GOVERNANCE-

**Item 7.A.** Approve Hiring of Jill Zallar as Customer Service Supervisor

Motion by Commissioner Stokes, Supported by Commissioner Sandstede, to Approve Hiring of Jill Zallar as Customer Service Supervisor

Motion carried unanimously.

**Item 7.B.** Approve hiring of Peter Jensen for open Lineman position

Motion by Commissioner Sandstede, Supported by Commissioner Stokes, Approve hiring of Peter Jensen for open Lineman position

Motion carried unanimously

**Item 7.C.** Approve advertising for up to 12 Summer Student positions

Motion by Commissioner Sandstede, Supported by Commissioner Stokes, approve up to 12 Summer Student positions

Motion carried unanimously

**Item 7.D.** Declare vacant and approve internal posting and external advertisement for Accounting Coordinator Position

Motion by Commissioner Stokes, Supported by Commissioner Babich, to declare Accounting Coordinator position vacant and approve internal posting and external advertisement.

Motion carried unanimously

## Item 8. OLD BUSINESS-

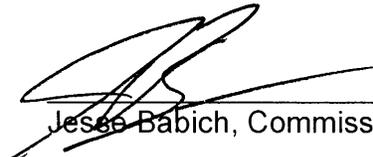
## Item 9. NEW BUSINESS -

## Item 10. ADJOURNMENT

Motion by Commissioner Sandstede, supported by Commissioner Stokes, to adjourn the meeting at 5:38 p.m.

Motion carried unanimously

Attest:

  
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Jesse Babich, Commission Secretary

  
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Jeff Hart, Chair

Meeting materials are available at  
The next meeting is a working meeting scheduled for Tuesday, April 9<sup>th</sup>, 2024  
at 5:00 p.m. at the Hibbing City Hall, 401 E. 21<sup>st</sup> St., Hibbing MN 55746.

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