

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. 6th Ave., Hibbing, MN 55746, held on August 27th, 2024. Meeting held at Hibbing City Hall, 401 E. 21st St., Hibbing MN. Chair Hart called the meeting to order at 5:00 p.m. In attendance were Chair Hart, Commissioner Bayliss, Commissioner Babich, Commissioner Stokes, Commissioner Sandstede, Legal Counsel, Andy Borland; General Manager Luke Peterson, Manager of Power Supply Electrical Operations Director Samantha Adams, Finance & Customer Service Supervisor Jill Zallar, and Customer Programs & Communication Specialist Eliot Dixon. Also in attendance were, Baker Tilly Rep. Russ Hissom, Bolton & Menk Rep. Dean Helstrom ,HPAT Reps. Ron Wirkula, Caleb Hill, and Kivana Hill; & HPU Employees Rich Kampsula and Mark Reger.

Item 2. ADDS/DELETES –

Item 3. APPROVAL OF MINUTES

Motion by Commissioner Sandstede, supported by Commissioner Stokes, to approve the regular meeting minutes of July 23rd & August 14th, 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 July 18th – August 21st, 2024

Item 5.B. Approve the payroll paid & overtime report for the July 25th, August 8th, and August 22nd, 2024 pay dates.

Item 5.C. Approve Resolution 24-09: Authorizing Hibbing Public Utilities to Make Application to and Accept Funds from Iron Range Resources and Rehabilitation Board Public Works Program

Item 5.D. Approve Resolution 24-10: Authorizing Hibbing Public Utilities to Make Application to and Accept Funds from IRRR Revenue Bonds Issued per Minnesota Laws 2024, Chapter 127, Article 69, Section 15-16

Item 5.E. Approve Request for Contribution: North St. Louis county Habitat for humanity for in-kind contribution of install services

Item 5.F. Approve Request for Contribution: Mesaba Concert Association in the amount of \$500

Commissioner Bayliss requested Item 5.A be pulled from the consent agenda for discussion.

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

Motion carried unanimously.

MINUTES OF THE PROCEEDINGS

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

Commissioner Bayliss requested additional information on items listed in invoice register. HPU General Manager Luke Peterson, context for listed items.

Motion by Commissioner Bayliss, Supported by Chair Hart to approve item 5.A as presented.

Motion carried unanimously.

Item 6. FINANCIALS & RISK MANAGEMENT

Item 6.A. Approve July 2024 Financials

Motion by Commissioner Bayliss, Supported by Commissioner Stokes, to Approve July 2024 Financials

Motion carried unanimously.

Item 6.B. Ansley & 1st Ave. Substation Project – Related Bids & Quotes

Item 6.B.i Approve RESCO Quote for a Single Phase Padmount Distribution Transformer Order in the Amount of \$32,492.30

Motion by Chair Hart, Supported by Commissioner Babich, to Approve RESCO Quote for a Single Phase Padmount Transformer in the amount of \$32,492.30

Motion carried unanimously.

Item 6.B.ii Award PB 24-03 Substation Dirt, Excavation, and Foundation Work to Lakehead Constructors in the Amount of \$261,800

Motion by Commissioner Stokes, Supported by Commissioner Sandstede, to Award PB 24-03 to Lakehead Constructors in the amount of \$261,800.

Motion carried unanimously.

Item 6.B.iii Approve Amptek for Electrical Work at the Ansley location in the amount of \$110,110

Motion by Commissioner Bayliss, Supported by Commissioner Babich, to Approve Amptek for Electrical Work at the Ansley location in the amount of \$110,110.

Motion carried unanimously.

MINUTES OF THE PROCEEDINGS

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

Item 6.B.iv Approve Amptek for electrical work at the 1st Ave. location in the amount of \$150,120

Motion by Commissioner Sandstede, Supported by Commissioner Stokes, to Approve Amptek for electrical work at the 1st Ave. location in the amount of \$150,120

Motion carried unanimously.

Item 6.B.v Approve Schweitzer Engineering Laboratories for intelligent substation in the amount of \$28,920.21

Motion by Commissioner Stokes, Supported by Commissioner Babich, to Approve Schweitzer Engineering Laboratories for intelligent substation in the amount of \$28,920.21

Motion carried unanimously.

Item 6.B.vi Approve Lake States Construction, LLC for Line Work at project sites in the amount of \$126,692.50

Motion by Commissioner Sandstede, Supported by Commissioner Stokes, to Approve Lake States Construction, LLC for Line Work at project sites in the amount of \$126,692.50

Motion carried unanimously.

Item 6.C. 2024 HREC Capital Projects – Related Proposals & Quotes

Item 6.C.i Approve Wolf Material Handling Systems for Wood Unloader Replacement Chain in the amount of \$26,930

Motion by Commissioner Bayliss, Supported by Commissioner Stokes, to Approve Wolf Material Handling Systems for Wood Unloader Replacement Chain in the amount of \$26,930

Motion carried unanimously.

Item 6.C.ii Award RFP 24-03: TG #6 major Overhaul to Ohman Industries in the Amount of \$565,280

Motion by Commissioner Stokes, Supported by Commissioner Bayliss, to Award RFP 24-03 to Ohman Industries in the Amount of \$565,280

Motion carried unanimously.

MINUTES OF THE PROCEEDINGS

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

Item 6.C.iii Authorize Request for Proposals 24-05: TG #3 Rotor Repair

Motion by Commissioner Sandstede, Supported by Commissioner Babich, to Authorize Request for Proposals 24-05: TG #3 Rotor Repair.

Motion carried unanimously.

Item 6.D. Approve Bolton & Menk for Construction Engineering Services for 2024 Lead Service Line Projects in the amount of \$98,000

Commission discussed number of residences place on project list.

Motion by Commissioner Stokes, Supported by Babich, to Approve Bolton & Menk for Construction Engineering Services for 2024 Lead Service Line Projects in the amount of \$98,000.

Item 7. POLICY & GOVERNANCE-

Item 7.A. Approve RFP 24-04: Job Classification and Compensation Study

Commission discussed RFP process and utilization of industrial association records and recommendations.

Motion by Commissioner Bayliss, Supported by Commissioner Sandstede, to Approve RFP 24-04: Job Classification and Compensation Study

Motion carried unanimously.

Item 8. OLD BUSINESS--

Item 9. NEW BUSINESS --

Item 10. ADJOURNMENT

Motion by Commissioner Stokes, supported by Commissioner Bayliss, to adjourn the meeting at 5:27 p.m.

Motion carried unanimously

Attest:



Jesse Babich, Commission Secretary



Jeff Hart, Chair

Records are available at
The next meeting is a working meeting scheduled for Tuesday, September 10th, 2024
at 5:00 p.m. at the Hibbing City Hall, 401 E. 21st St., Hibbing MN 55746.

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