

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 October 22nd, 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, Utility Resources Manager Stefanie Dickinson, Finance & Customer Service Supervisor Jill Zallar, and Customer Programs & Communication Specialist Eliot Dixon. Also in attendance were, Interim Financial Controller Tammy Mattonen, Baker Tilly Rep. Russ Hissom, Bolton & Menk Reps. Josh Stier & Jacob Crispo, HPAT Reps. Ron Wirkula and Caleb Hill; & HPU Employees Rich Kampsula and Mark Reger.

Item 2. ADDS/DELETES –

Item 9.A. - Commission Meeting Scheduling Updates

Item 9.B. - Approve Commissioners at attend October 25th Tour of Dairyland Power

Item 11. - Enter Closed Session

Item 3. APPROVAL OF MINUTES

Motion by Commissioner Stokes, supported by Commissioner Sandstede, to approve the regular meeting minutes of September 24th, 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 September 19th – October 16th, 2024

Item 5.B. Approve the payroll paid & overtime report for the October 3rd & 17th 2024 pay dates.

Item 5.C. Approve HPU Staff travel Expense Matrix: Q3 2024

Item 5.D. Approve Resolution 24-11: Authorizing Hibbing Public Utilities to Make Application to and Accept Funds from 2025 Community Development Block Grant Program

Item 5.E. Approve Resolution 24-12: Authorizing Hibbing Public Utilities to Make Application to and Accept Funds from MN PCA Wood Waste Utilization Grant

Item 5.F. Approve Resolution 24-13: Authorizing Hibbing Public Utilities to Make Application to and Accept Funds from USDA Forest Service Wood Innovation Grant Program

MINUTES OF THE PROCEEDINGS

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

Item 5.G. Approve Resolution 24-14: Authorizing Hibbing Public Utilities to Make Application to and Accept Funds from USDA Forest Service Community Wood Grant Program

Item 5.H. Approve Waiving of Assessment for Tax Forfeit Properties Redevelopment

Item 5.I. Request for Contribution: Iron Range Barn Dances in the amount of \$500

Motion by Commissioner Bayliss, Supported by Commissioner Sandstede, to approve Consent Agenda items 5.A., 5.B., 5.C., 5.D., 5.E., 5.F., 5.G., 5.H., & 5.I. as presented.

Motion carried unanimously.

Item 6. FINANCIALS & RISK MANAGEMENT

Item 6.A. Approve September 2024 Financials

Motion by Commissioner Stokes, Supported by Commissioner Sandstede, to Approve September 2024 Financials

Motion carried unanimously.

Item 6.B. Approve Hecimovich Mechanical for MCC Hot Room AC Unit in the amount of \$72,400

Commission discussed differences in quotes. HPU General Manager Luke Peterson clarified that recommended quote included crane work.

Motion by Commissioner Stokes, Supported by Chair Hart, to Approve Hecimovich Mechanical for MCC Hot Room AC Unit in the amount of \$72,400.

Motion carried unanimously.

Item 6.C. Approve John Henry Foster for Plant Air Compressor in the amount of \$56,645

Motion by Commissioner Sandstede, Supported by Commissioner Bayliss, to Approve John Henry Foster for Plant Air Compressor in the amount of \$56,645.

Motion carried unanimously.

MINUTES OF THE PROCEEDINGS

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

Item 6.D. Authorize Call for Bids for 30" Watermain Lining Project

HPU General Manager thanked legislators and the IRRR for funding provided through the "Mineral Tax Article" that made this project possible.

Motion by Commissioner Stokes, Supported by Commissioner Babich, to Authorize Call for Bids for 30" Watermain Lining Project.

Motion carried unanimously.

Item 6.E. Approve Bolton & Menk Inv for 2025 Capital Improvement Projects – Engineering and Design Services in the Amount of \$657,000.

Motion by Commissioner Stokes, Supported by Commissioner Babich, to Approve Bolton & Menk for 2025 Capital Improvement Projects Engineering and Design Services in the Amount of \$657,000.

Motion carried unanimously.

Item 7. POLICY & GOVERNANCE-

Item 7.A. Approve Hiring of Jeremy Nelson as Heat Mechanic Apprentice

Motion by Commissioner Stokes, Supported by Commissioner Bayliss, to Approve Hiring of Jeremy Nelson as Heat Mechanic Apprentice.

Motion carried unanimously.

Item 8. OLD BUSINESS–

Item 9. NEW BUSINESS –

Item 9.A. Commission Meeting Scheduling Updates

Commission discussed scheduling conflicts for November and December Working Sessions.

Motion by Commissioner Bayliss, Supported by Chair Hart to reschedule November Working Session Meeting from Wednesday Nov. 6th, to Thursday Nov. 7th.

Motion carried unanimously.

Motion by Commissioner Stokes, Supported by Chair Hart to reschedule November Working Session Meeting from Tuesday Dec. 10th, to Tuesday Dec. 3rd.

Motion carried unanimously.

MINUTES OF THE PROCEEDINGS

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

Item 9.B. Approve Commissioners to attend October 25th Tour of Dairyland Power

Motion by Chair Hart, Supported by Commissioner Sandstede, to approve Commissioners to attend October 25th Tour of Dairyland Power.

Motion carried unanimously.

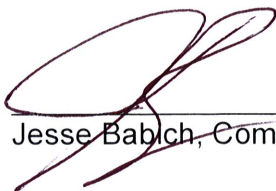
Item 10. ADJOURNMENT

HPU Legal Council Andy Borland advised the Commissioners to enter a closed session under Minn. Stat. § 13D.05, subd. 3 (b) to discuss information protected by attorney-client privilege. Mr. Borland recommended the Commission motion to adjourn the session and enter a closed meeting. Mr. Borland clarified to the Commission that no official action could be taken following the Closed Session.

Motion by Commissioner Bayliss, supported by Commissioner Stokes, to adjourn the meeting at immediately following Closed Session.

Motion carried unanimously

Attest:



Jesse Babich, Commission Secretary

Jeff Hart, Chair

Meeting materials are available at
The next meeting is a working meeting scheduled for Thursday, November 7th, 2024
at 5:00 p.m. at the Hibbing City Hall, 401 E. 21st St., Hibbing MN 55746.

p/2024-10-22-Minutes.doc