

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 November 19th, 2024. Meeting held at Hibbing City Hall, 401 E. 21st St., Hibbing MN. Chair Hart called the meeting to order at 5:0 p.m. In attendance were Chair Hart, Commissioner Babich, Commissioner Stokes, Commissioner Sandstede, Legal Counsel, Andy Borland; General Manager Luke Peterson, Finance & Customer Service Supervisor Jill Zallar, and Customer Programs & Communication Specialist Eliot Dixon. Also in attendance were, Carbon Tec MN Rep. Nick Rich-Vetsh, Baker Tilly Rep. Russ Hissom, HPAT Reps. Ron Wirkula and Caleb Hill; HPU Employee Rich Kampsula, and Mark Reger. Absent was Commissioner Bayliss.

Item 2. ADDS/DELETES –

Item 3. APPROVAL OF MINUTES

Motion by Commissioner Sandstede, supported by Commissioner Stokes, to approve the regular meeting minutes of October 8th, October 22nd, & November 7th, 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 October 17th – November 15th, 2024

Item 5.B. Approve the payroll paid & overtime report for the October 31st & November 14th, 2024 pay dates.

Item 5.C. Approve Liability Coverage Waiver form from League of Minnesota Cities

Motion by Chair Hart, Supported by Commissioner Babich, to approve Consent Agenda items 5.A., 5.B., & 5.C. as presented.

Motion carried unanimously.

Item 6. FINANCIALS & RISK MANAGEMENT

Item 6.A. Approve October 2024 Financials

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

Motion carried unanimously.

Item 6.B. Approve Substation Modernization Project Change Orders

Item 6.B.i - Amptek in the amount of \$24,795.27

Motion by Chair Hart, Supported by Commissioner Babich, to Approve Change Order for Amptek in the amount of \$24,795.27

Motion carried unanimously.

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Item 6.B.ii - Lakehead Constructors in the amount of \$23,059.40

Motion by Commissioner Stokes, Supported by Commissioner Sandstede, to Approve Change Order for Lakehead Constructors in the amount of \$23,059.40

Motion carried unanimously.

Item 6.C. Approve Barr engineering to perform Environmental & Compliance Support for 2025 Planning Year in the amount of \$30,500

Motion by Commissioner Sandstede, Supported by Commissioner Stokes, to Approve Barr Engineering to perform Environmental & Compliance Support for 2025 Planning Year in the amount of \$30,500.

Motion carried unanimously.

Item 6.D. Award PB 24-21: Boiler Blowdown to Stack Brothers Mechanical in the amount of \$557,854

Commission discussed difference in bid totals. HPU General Manager stated that upon staff reviewal of the submitted bids, it was determined both were accurate bids of equivalent work.

Motion by Commissioner Sandstede, Supported by Commissioner Stokes, to Award PB 24-21 to Stack Brothers Mechanical in the amount of \$557,854.

Motion carried unanimously.

Item 6.E. Award Two-Year Service Contracts to qualified low bidders as listed:

Item 6.E.i - 24-06 Pipefitting (Plant) to Hecimovich Mechanical

Motion by Chair Hart, Supported by Commissioner Babich, to Award PB 24-06 to Hecimovich Mechanical

Motion carried unanimously.

Item 6.E.ii - 24-07 Pipefitting (Heat Crew) to Hecimovich Mechanical

Motion by Commissioner Sandstede, Supported by Chair Hart, to Award PB 24-07 to Hecimovich Mechanical

Motion carried unanimously.

Item 6.E.iii - 24-08 Millwright to Hecimovich Mechanical

Motion by Chair Hart, Supported by Commissioner Babich, to Award PB 24-08 to Hecimovich Mechanical

Motion carried unanimously.

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Item 6.E.iv - 24-09 Boiler Maker to Stack Brothers Mechanical

Motion by Chair Hart, Supported by Commissioner Sandstede, to Award PB 24-09 to Stack Brothers Mechanical

Motion carried unanimously.

Item 6.E.v - 24-10 Vacuum Services to Premium Plant Services

Motion by Commissioner Stokes, Supported by Commissioner Sandstede, to Award PB 24-10 to Premium Plant Services

Motion carried unanimously.

Item 6.E.vi - 24-14 Water Treatment Chemicals to Hawkins

Motion by Commissioner Stokes, Supported by Commissioner Babich, to Award PB 24-14 to Hawkins

Motion carried unanimously.

Item 6.E.vii - 24-18 Water Sample Testing to NTS Environmental

Motion by Commissioner Sandstede, Supported by Commissioner Babich, to Award PB 24-18 to NTS Environmental

Motion carried unanimously.

Item 6.F. Reject all bids and reevaluate bidding proves for following items:

- i. 24-11 High Temp Insulation
- ii. 24-12 Electrical Low Voltage
- iii. 24-13 Gravel
- iv. 24-15 Snowplowing
- v. 24-16 HVAC
- vi. 24-17 Asbestos Removal
- vii. 24-19 Dig Restoral
- viii. 24-20 Track/Backhoe

Commission discussed results of bidding process. Chair Hart requested all Public bids that received no or only one bid responses be rejected, but Public Bids 24-15: Snowplowing and 24-20: Truck/Backhoe be awarded to the low qualified bidders.

Motion by Chair Hart, Supported by Commissioner Stokes, to Reject all PBs that received only zero or one bids from PB 24-11, 24-12, 24-13, 24-16, 24-17, & 24-19.

Motion carried unanimously.

Motion by Char Hart, Support by Commissioner Stokes to award PB 24-15 to Bougalis Inc. as the low-qualified bidder.

Motion carried unanimously

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Motion by Chair Hart, Support by Commissioner Stokes to award PB 24-20 to Bougalis Inc. as the low-qualified bidder.

Motion carried unanimously

Item 7. POLICY & GOVERNANCE-

Item 7.A. Declare vacancy, Approve job description, Authorize internal posting for Meter Technician Crew Leader

Motion by Commissioner Stokes, Supported by Commissioner Babich, to Declare vacancy, Approve job description, Authorize internal positing for Meter Technician Crew Leader

Motion carried unanimously.

Item 8. OLD BUSINESS--

Item 9. NEW BUSINESS --

Item 10. ADJOURNMENT

Motion by Commissioner Stokes, supported by Commissioner Sandstede, to adjourn the meeting at 5:22 p.m.

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, December 3rd, 2024
at 5:00 p.m. at the Hibbing City Hall, 401 E. 21st St., Hibbing MN 55746.

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