



Commission Regular Session

JANUARY 21ST, 2025

Commission Meeting Agenda

January 21st, 2025

Chair J. Hart	—	Commissioner J. Bayliss	—
Commissioner J. Stokes	—	Commissioner J. Babich	—
Commissioner J. Sandstede	—	Legal Counsel A. Borland	—
General Manager L. Peterson	—	Auditors Abdo., LLP	—
Utility Resources S. Dickinson	—	Manager of Power Supply P. Plombon	—
Customer Ser. & Finance J. Zallar	—	Admin & Comm E. Dixon	—
Electrical Operations S. Adams	—	Local 94 President Rich Kampsula	—

1. CALL TO ORDER

2. ADDS/DELETES

3. APPROVAL OF MINUTES: December 17th, 2024

4. CITIZENS' FORUM: *Maximum amount of time per item: 5 minutes*

5. CONSENT AGENDA

- A. Approve invoices >\$1,000 & approve the bills & ACH transfers dated December 13th, 2024 – January 15th, 2025
- B. Approve the payroll paid & overtime report for the December 26th, 2024 & January 9th pay dates
- C. Approve HPU Staff Travel Expense Matrix: Q4 2024
- D. Approve Resolution 25-01: Deferral of 2024 Vegetation Program
- E. Approve Resolution 25-02: Authorizing Hibbing Public Utilities to Make Application and Accept Funds from Iron Range Resources and Rehabilitation Board Public Works Program
- F. Approve listed Request for Contributions

6. FINANCIALS & RISK MANAGEMENT

- A. Approve December 2024 Interim Financials
- B. Ansley & 1st Ave Substation Projects – Quotes
 - i. Approve Lake States Construction, LLC to perform feeder exit excavation and cable work for the 1st Ave. project site not to exceed \$150,000
 - ii. Approve Lake States Construction, LLC to perform feeder exit excavation and cable work at Ansley project site in the amount \$74,533.02
- C. Approve Hiring of Gardner Builders Duluth, LLC for the Admin Building Window Replacement Project in the amount of \$179,877

7. POLICY & GOVERNANCE

- A. Approve Recommendation to Hire Charlie Karish for Lineman Apprentice Vacancy
- B. Authorize LOU with AFSCME, AFL-CIO, Local 94 Regarding Implementing Combined Electrical and Instrumentation Department
- C. Approve Updates to Following Steam Customer Policies:
 - i. Policy No.: CUST056 Steam Installations
 - ii. Policy No.: CUST096 Steam Service Materials

8. OLD BUSINESS
9. NEW BUSINESS
10. ADJOURNMENT



Item 3 – Approval of Minutes

Item 3 – Approval of Minutes : December 17th, 2024

January 21st, 2025

Jeff Hart
Commission Chair
1902 E. 6th Avenue
Hibbing, MN 55746

RE: Item 3 – Approval of Minutes: December 17th, 2024

Dear Commissioners;

Please find attached for your approval draft minutes from the Commission Meetings on December 17th, 2024.

Sincerely;



Luke J. Peterson

Minutes of the regular meeting of the Public Utilities Commission, Hibbing, Minnesota, 1902 E. 6th Ave., Hibbing, MN 55746, held on December 17th, 2024. Meeting held at Hibbing City Hall, 401 E. 21st St., Hibbing MN. Chair Hart called the meeting to order at 5:04 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, Interim Financial Controller, Tammy Mattonen, and Customer Programs & Communication Specialist Eliot Dixon. Also in attendance were, Bolton & Menk Rep. Andy Brotzler, Baker Tilly Rep. Russ Hissom, HPAT Reps. Ron Wirkula and Caleb Hill; HPU Employee Rich Kampsula and Jacob Frederick.

Item 3. APPROVAL OF MINUTES

Motion by Commissioner Sandstede, supported by Commissioner Stokes, to approve the regular meeting minutes of November 19th & December 3rd, 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 November 16th – December 3rd, 2024
- Item 5.B.** Approve the payroll paid & overtime report for the November 28th & December 12th, 2024 pay dates.
- Item 5.C.** Approve Resolution 24-15: 2025 Official Newspaper & Posting Site
- Item 5.D.** Approve Resolution 24-16: 2025 Official Depositories
- Item 5.E.** Approve Resolution 24-17: Meeting Dates for Calendar Year 2025
- Item 5.F.** Approve Resolution 24-18: Authorizing Pursuit of a Rebuilding American Infrastructure with Sustainability and Equity Grant for the Highway 169 Planning Project
- Item 5.G.** Approve Resolution 24-19: authorizing the Pursuit of a Carbon Reduction Program Application for the Streetlight Replacement Project
- Item 5.H.** Authorize Settlement with ST Cotter regarding Claims for Turbine Work
- Item 5.I.** End-of-Year Charitable Contributions
- Item 5.J.** Approve Resolution 24-20: Authorizing Hibbing Public Utilities Commission to make application and accept grant funds from IRRR Revenue Bonds issued per Minnesota Laws 2024, Chapter 127, Article 69, Section 15-16

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

Motion carried unanimously.

Item 6. FINANCIALS & RISK MANAGEMENT

Item 6.A. Approve November 2024 Financials

Motion by Commissioner Stokes, Supported by Chair Hart, to Approve November 2024 Financials

Motion carried unanimously.

Item 6.B. Approve FM Global Renewal Property Proposal

Motion by Commissioner Stokes, Supported by Commissioner Babich, to Approve FM Global Renewal Property Proposal

Motion carried unanimously.

Item 6.C. Award 30" Watermain Slip-lining Project to Geislinger & Sons in the amount of \$2,310,461

Commission discussed project timeline with Bolton & Menk rep. Andy Brotzler.

Motion by Commissioner Stokes, Supported by Commissioner Bayliss, to Award 30" Watermain Slip-lining to Geislinger & Sons in the amount of \$2,310,461

Motion carried unanimously.

Item 7. POLICY & GOVERNANCE-

Item 7.A. Approve appointment of Steve Jesperson to Meter Technician Crew Leader

Motion by Chair Hart, Supported by Commissioner Sandstede, to appoint Steve Jesperson to Meter Technician Crew Leader

Motion carried unanimously.

Item 7.B. Approve hiring of Travis Marsh to Safety and Human Resources Coordinator

Motion by Commissioner Stokes, Supported by Commissioner Bayliss, to approve the hiring of Travis Marsh to Safety and Human Resources Coordinator

Motion carried unanimously.

Item 7.C. Declare vacancy, Approve job description, and Authorize external posting for Accounting Analyst

Motion by Commissioner Stokes, Supported by Commissioner Babich, to appoint Steve Jespersen to Meter Technician Crew Leader

Motion carried unanimously.

Item 7.D. Implement Electrical and Instrumentation Department including; Declaration of Vacancies and approve posting for 1 Crew Leader & 4 Technicians

Commission discussed creation of Electrical and Instrumentation Crew and the best process to transition employees of electrical and instrumentation work crews to new positions.

Motion by Commissioner Stokes, Supported by Commissioner Sandstede, to Approve the combination of the Electrical and Instrumentation work crews.

Motion carried unanimously.

Motion by Commissioner Stokes, Supported by Chair Hart, to Approve job descriptions and internal posting for 1 Electrical and Instrumentation Crew Leader and 4 Electrical and Instrumentation Technician Positions

Motion passed 3-2
"Nay" Sandstede & Babich

Motion by Chair Hart, supported by Commissioner Stokes to draft an MOU regarding the placement of existing employees into the new positions

Motion carried unanimously.

Item 8. OLD BUSINESS–

Item 9. NEW BUSINESS –

Item 10. ADJOURNMENT

Motion by Commissioner Bayliss, supported by Commissioner Sandstede, to adjourn the meeting at 5:50 p.m.

Motion carried unanimously

Attest:

Jeff Hart, Chair

Jesse Babich, Commission Secretary

Meeting materials are available at
The next meeting is a working meeting scheduled for Tuesday, January 7th, 2025
at 5:00 p.m. at the Hibbing City Hall, 401 E. 21st St., Hibbing MN 55746.

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Item 5.A – Approve Invoices > \$1,000 & approve the bills & ACH transfers

Item 5.A – Approve Invoices > \$1,000 & approve the bills & ACH transfers

January 21st, 2025

Jeff Hart
Commission Chair
1902 E. 6th Avenue
Hibbing, MN 55746

RE: Item 5.A – Approve Invoices > \$1,000 & approve the bills & ACH transfers dated November 16th – December 13th, 2024

Dear Commissioners;

Per HPU's Authorization and approval Matrix approved at the April 26th, 2022 Commission Meeting, please find attached enclosed invoices, bills, and payments since the last Regular Meeting held by the Commission on December 17th, 2024.

Sincerely;



Luke J. Peterson

Report Criteria:

Detail report type printed

[Report].Invoice Amount = {>} 1000.00

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
114	B & R ENGINEERING SAL	26938	Progress Billing#2--4A ID F	1	11/22/2024	76,877.78	.00	76,877.78	60514	11/29/2024
Total 114:						76,877.78	.00	76,877.78		
155	HECIMOVICH MECHANIC	4383	Boiler 2 Valve, Boiler 1 Iso	1	12/03/2024	19,819.00	.00	19,819.00	60761	12/27/2024
		4385	Steam Distribution--Pipefitt	1	12/03/2024	8,331.29	.00	8,331.29	60761	12/27/2024
		4390	#1 Boiler Economizer Relie	1	12/04/2024	1,830.87	.00	1,830.87	60761	12/27/2024
		4390	Pump Room	2	12/04/2024	24,300.50	.00	24,300.50	60761	12/27/2024
		4390	#5 Turbine South Header V	4	12/04/2024	5,524.61	.00	5,524.61	60761	12/27/2024
		4390	Turbine #5 Valve CO	5	12/04/2024	3,989.20	.00	3,989.20	60761	12/27/2024
		4390	1&2 Boiler Crosses	6	12/04/2024	1,081.03	.00	1,081.03	60761	12/27/2024
		4390	Turbine #6 Oil Skid	7	12/04/2024	1,671.41	.00	1,671.41	60761	12/27/2024
		4390	Turbine #6 Extraction Line	8	12/04/2024	1,156.76	.00	1,156.76	60761	12/27/2024
		4390	Materials	9	12/04/2024	3,517.71	.00	3,517.71	60761	12/27/2024
		4392	Blanket PO -- Pipefitter Svc	1	12/09/2024	5,492.02	.00	5,492.02	60761	12/27/2024
Total 155:						76,714.40	.00	76,714.40		
182	BNSF RAILWAY COMPAN	25000910	land lease payment--Coal	1	12/12/2024	2,805.59	.00	2,805.59	60811	01/09/2025
Total 182:						2,805.59	.00	2,805.59		
425	ENERGY ECONOMICS IN	52850	Commercial gas meters.	1	12/16/2024	14,672.19	.00	14,672.19	60750	12/27/2024
Total 425:						14,672.19	.00	14,672.19		
428	EQUIPMENT RENTAL CO	52709	service body truck 111 202	1	12/13/2024	41,400.00	.00	41,400.00	60822	01/09/2025
Total 428:						41,400.00	.00	41,400.00		
524	GOODIN CO	3930365-00	1/3HP SUMP PUMP for ste	1	12/20/2024	2,099.29	.00	2,099.29	60827	01/09/2025
Total 524:						2,099.29	.00	2,099.29		
535	GRAYBAR ELECTRIC CO	9340019787	Signal conditioning block	1	12/04/2024	3,019.50	.00	3,019.50	60670	12/12/2024
		9340170466	6" PVC for Ansley sub cabl	1	12/16/2024	4,503.95	.00	4,503.95	60759	12/27/2024
		9340261704	6" PVC for Ansley sub cabl	1	12/23/2024	1,746.26	.00	1,746.26	60830	01/09/2025
Total 535:						9,269.71	.00	9,269.71		
579	MINNESOTA NORTH COL	12102024	CONSERVATION IMPROV	1	12/10/2024	9,014.33	.00	9,014.33	60685	12/12/2024
Total 579:						9,014.33	.00	9,014.33		
780	LAKEHEAD CONSTRUCT	243170	PB 24-03 Dirt, Excavation,	1	11/27/2024	210,577.00	.00	210,577.00	60769	12/27/2024
		243314	Excavation required in proj	1	11/27/2024	18,315.40	.00	18,315.40	60769	12/27/2024
		243315	transformer drain at sub m	1	11/27/2024	4,744.00	.00	4,744.00	60769	12/27/2024
Total 780:						233,636.40	.00	233,636.40		
1172	RANGE CORNICE & ROO	24521	gutters and downspouts to	1	11/22/2024	5,497.00	.00	5,497.00	60570	11/29/2024

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 1172:						5,497.00	.00	5,497.00		
1193	NOVASPECT INC	CD99308435	Power Production Report (1	11/27/2024	13,016.67	.00	13,016.67	60689	12/12/2024
		CD99308713	A6500-UM Speed/Vibration	1	12/03/2024	3,174.96	.00	3,174.96	60689	12/12/2024
		CD99308713	A6500-RC 16 output relays	2	12/03/2024	1,515.00	.00	1,515.00	60689	12/12/2024
		CD99308713	A6500-CC comcard	3	12/03/2024	1,515.00	.00	1,515.00	60689	12/12/2024
		PJ99012273	Proposal N-500070 Turbin	1	11/27/2024	3,457.25	.00	3,457.25	60689	12/12/2024
		PJ99012299	2024 Service Agreement D	1	12/03/2024	2,793.23	.00	2,793.23	60689	12/12/2024
		PJ99012378	Turbine 6500 ATG	1	12/13/2024	13,525.28	.00	13,525.28	60774	12/27/2024
		PJ99012379	Boiler 2 Project	1	12/13/2024	18,497.65	.00	18,497.65	60774	12/27/2024
		PJ99012399	Turbine 6500 ATG	1	12/18/2024	38,056.93	.00	38,056.93	60774	12/27/2024
Total 1193:						95,551.97	.00	95,551.97		
1312	ASCENDANCE TRUCKS L	RA17800020	truck 23 repair computer i	1	12/23/2024	10,543.85	.00	10,543.85	60807	01/09/2025
Total 1312:						10,543.85	.00	10,543.85		
1539	WESCO RECEIVABLES C	166016	SUBSTATION FUSES	1	12/10/2024	12,210.00	.00	12,210.00	60715	12/12/2024
		167844	SUBSTATION FUSES	1	12/12/2024	8,919.00	.00	8,919.00	60789	12/27/2024
		481649	KING LUMINAIRE- BLK D	1	11/22/2024	10,518.00	.00	10,518.00	60587	11/29/2024
		483274	4" BORE GUARD 4" PVC s	1	11/28/2024	2,992.79	.00	2,992.79	60715	12/12/2024
		485132	ERC ROD GRD COPPER	1	12/03/2024	1,860.00	.00	1,860.00	60715	12/12/2024
		491834	PIPE 1 1/4" POLY TAPE	1	12/19/2024	6,700.00	.00	6,700.00	60789	12/27/2024
Total 1539:						43,199.79	.00	43,199.79		
1573	ZIEGLER INC	SI000585525	cat skid steer brushes	1	12/23/2024	2,023.89	.00	2,023.89	60880	01/09/2025
Total 1573:						2,023.89	.00	2,023.89		
1616	MADISON NATIONAL LIF	1659234	LONG TERM DISABILITY I	1	11/22/2024	1,664.76	.00	1,664.76	60553	11/29/2024
Total 1616:						1,664.76	.00	1,664.76		
2014	BARR ENGINEERING CO	23692705.02	Engineering Support 2024	1	12/03/2024	1,561.00	.00	1,561.00	60652	12/12/2024
Total 2014:						1,561.00	.00	1,561.00		
3532	TOTAL TOOL	02542073	7 shelf cabinet 300lb/shelf	1	12/02/2024	1,079.81	.00	1,079.81	60708	12/12/2024
Total 3532:						1,079.81	.00	1,079.81		
4314	IRON RANGE TIRE SERVI	35277	rear leaf springs truck 61	1	11/27/2024	2,277.00	.00	2,277.00	60676	12/12/2024
Total 4314:						2,277.00	.00	2,277.00		
4963	Wunderlich-Malec Services	26275	S23T15A Excitation Syste	1	12/05/2024	11,370.00	.00	11,370.00	60717	12/12/2024
		26276	S23T13 Unit 6 Trip System	1	12/05/2024	14,520.00	.00	14,520.00	60717	12/12/2024
		26277	S23T12 Unit 6 TCS Syste	1	12/05/2024	11,095.00	.00	11,095.00	60717	12/12/2024
Total 4963:						36,985.00	.00	36,985.00		
20025	HAWKINS INC.	6927014	Sulf Acid Burner 66' Burner	1	11/27/2024	2,908.90	.00	2,908.90	60672	12/12/2024
		6931703	150lb Chlorine Cyls	1	12/04/2024	1,539.00	.00	1,539.00	60672	12/12/2024
		6944318	BLANKET PO - CHEMICA	1	12/18/2024	1,878.75	.00	1,878.75	60831	01/09/2025

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 20025:						6,326.65	.00	6,326.65		
20251	MN DEPT COMMERCE	1000052556	3rd Qtrr Fiscal Year 2025 I	1	12/02/2024	2,775.20	.00	2,775.20	60686	12/12/2024
Total 20251:						2,775.20	.00	2,775.20		
20364	MINNESOTA POWER ACH	0760177128	Monthly Invoice for Novem	1	12/18/2024	431,213.79	.00	431,213.79	12272024	12/27/2024
		6285847522	Minnesota Power Meter Up	1	12/20/2024	47,991.72	.00	47,991.72	10920252	01/09/2025
Total 20364:						479,205.51	.00	479,205.51		
20594	DELTA DENTAL	CNS0001715	DELTA DENTAL 11/17/24-1	1	11/23/2024	2,884.68	.00	2,884.68	11292024	11/29/2024
		CNS0001718	DELTA DENTAL 11/24/24-1	1	11/30/2024	1,011.85	.00	1,011.85	12122024	12/06/2024
		CNS0001720	DELTA DENTAL 12/01/24-1	1	12/07/2024	3,028.06	.00	3,028.06	12122024	12/13/2024
Total 20594:						6,924.59	.00	6,924.59		
20679	DUNCAN CO	3154140	GASKET 12x16" x 1- 1/4 O	1	11/25/2024	1,375.65	.00	1,375.65	60661	12/12/2024
Total 20679:						1,375.65	.00	1,375.65		
20704	NAPA SUPPLY OF HIBBIN	491634	utility winter shop supplies,	1	12/16/2024	1,233.03	.00	1,233.03	60772	12/27/2024
Total 20704:						1,233.03	.00	1,233.03		
20786	DAKOTA SUPPLY GROUP	S103830229.	BRACKET CUTOUT ARRE	1	12/12/2024	1,742.25	.00	1,742.25	60748	12/27/2024
		S104196965.	MILW M18 FORCE LOGIC	1	11/22/2024	4,411.74	.00	4,411.74	60524	11/29/2024
		S104300135.	Stingray Stinger Wire #4 1	1	12/06/2024	1,071.43	.00	1,071.43	60660	12/12/2024
Total 20786:						7,225.42	.00	7,225.42		
21182	VIKING AUTOMATIC SPRI	1025-F39085	TG 6 Fire System Reinstall	1	12/04/2024	2,350.00	.00	2,350.00	60712	12/12/2024
Total 21182:						2,350.00	.00	2,350.00		
21192	AT & T MOBILITY	2872981037	Cellphones DEC 2024	1	12/25/2024	2,139.74	.00	2,139.74	60808	01/09/2025
		2872981037	Cellphone: November 2024	1	12/20/2024	2,136.14	.00	2,136.14	60650	12/12/2024
Total 21192:						4,275.88	.00	4,275.88		
21451	OHMAN INDUSTRIES INC	1218	24-03 Turbine/Generator#6	1	12/16/2024	158,252.50	.00	158,252.50	60776	12/27/2024
		1230	TG 3 Rotor	1	12/18/2024	38,246.91	.00	38,246.91	60776	12/27/2024
		1236	Steam Path Models and En	1	12/18/2024	85,714.61	.00	85,714.61	60856	01/09/2025
Total 21451:						282,214.02	.00	282,214.02		
22377	H2O INNOVATION	CD144705	1 Pallet of H2O Cartridge Fi	1	12/09/2024	2,628.66	.00	2,628.66	60760	12/27/2024
Total 22377:						2,628.66	.00	2,628.66		
22473	TONY'S EQUIPMENT REP	1653	Water Main E Howard St	1	12/03/2024	1,360.00	.00	1,360.00	60707	12/12/2024
		1654	3RD AVE E Water SVC	1	12/03/2024	1,560.00	.00	1,560.00	60707	12/12/2024
		1655	Corp LEAK E Bellline	1	12/03/2024	1,340.00	.00	1,340.00	60707	12/12/2024
		1656	Corp LEAK 5TH AVE E	1	12/03/2024	1,775.00	.00	1,775.00	60707	12/12/2024
		1663	water main 2nd Ave & Kelly	1	12/23/2024	3,727.50	.00	3,727.50	60871	01/09/2025

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 22473:						9,762.50	.00	9,762.50		
22694	POWER PRODUCTS AND	23573	Prof SVCS W/NOVASPEC	1	12/20/2024	13,483.00	.00	13,483.00	60860	01/09/2025
		23581	(12) B&W Gasket Sets w.	1	12/20/2024	3,372.65	.00	3,372.65	60860	01/09/2025
Total 22694:						16,855.65	.00	16,855.65		
22765	MINNESOTA RURAL WAT	HPU.112520	mrwa annual membership f	1	11/25/2024	5,847.25	.00	5,847.25	60556	11/29/2024
Total 22765:						5,847.25	.00	5,847.25		
22897	STANDARD FILTER COR	112929	(50) Aramid Filter Bags for	1	11/26/2024	2,932.86	.00	2,932.86	60703	12/12/2024
Total 22897:						2,932.86	.00	2,932.86		
23039	MN REVENUE SALES TA	12202024	MONTHLY SALES TAX NO	1	12/20/2024	109,491.00	.00	109,491.00	12202024	12/20/2024
Total 23039:						109,491.00	.00	109,491.00		
23045	HIBBING ACH, CITY OF	000238-NOV	Nov City Storm Water	1	12/16/2024	25,459.64	.00	25,459.64	0	12/27/2024
		000238-NOV	Nov City Sewer	2	12/16/2024	298,796.05	.00	298,796.05	0	12/27/2024
		000238-NOV	Nov City Garbage	1	12/16/2024	251,480.63	.00	251,480.63	0	12/27/2024
Total 23045:						575,736.32	.00	575,736.32		
23204	PETROCHOICE	51574682	TG 6 Oil for Rebuild	1	06/13/2024	2,588.37	.00	2,588.37	60692	12/12/2024
		51762971	Turbine Oil DTE 732	1	12/23/2024	3,799.32	.00	3,799.32	60858	01/09/2025
Total 23204:						6,387.69	.00	6,387.69		
23217	FRONTIER ENERGY	196120	Professional Services from	1	12/06/2024	2,449.50	.00	2,449.50	60666	12/12/2024
Total 23217:						2,449.50	.00	2,449.50		
23237	FORD OF HIBBING	181175	truck 64 total engine reseal	1	12/24/2024	7,963.81	.00	7,963.81	60826	01/09/2025
Total 23237:						7,963.81	.00	7,963.81		
23989	SELLMAN BORLAND & SI	HPU.NOV20	Legal Services: 11-01 to 11	1	12/03/2024	1,100.00	.00	1,100.00	60701	12/12/2024
Total 23989:						1,100.00	.00	1,100.00		
24124	SBS BLACKTOP SERVIC	740	BLANKET PO -- RESTOR	1	12/05/2024	30,550.63	.00	30,550.63	60699	12/12/2024
		743	E Howard ST S Alley, 9TH	1	12/17/2024	3,964.00	.00	3,964.00	60781	12/27/2024
Total 24124:						34,514.63	.00	34,514.63		
24198	VC3 (CW TECHNOLOGY	VC3-175772	Replaec Host, Upgrade (3)	1	11/25/2024	4,462.50	.00	4,462.50	60583	11/29/2024
		VC3-178968	Project #3064 / PTM - Repl	1	11/30/2024	2,630.25	.00	2,630.25	60786	12/27/2024
		VC3-181057	Monthly Billing for Decemb	1	12/12/2024	5,130.16	.00	5,130.16	60786	12/27/2024
Total 24198:						12,222.91	.00	12,222.91		
24443	PITNEY BOWES-ACH DO	1026476918	Mailer & Printer	1	11/22/2024	9,327.39	.00	9,327.39	1224241	12/12/2024
		12.3.24.HPU	Postage & Supplies	1	12/03/2024	2,024.75	.00	2,024.75	1224241	12/12/2024

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 24443:						11,352.14	.00	11,352.14		
24578	LEAGUE OF MN CITIES I	40007076X1	2025 Property and Casuall	1	12/19/2024	84,722.00	.00	84,722.00	60770	12/27/2024
Total 24578:						84,722.00	.00	84,722.00		
24656	CEMSOURCE	4353	CEM MAINTENANCE QU	1	12/16/2024	11,700.00	.00	11,700.00	60744	12/27/2024
Total 24656:						11,700.00	.00	11,700.00		
24998	LINCOLN PARENT TEAC	HPU.121720	Lincoln PTO Playground C	1	12/17/2024	5,000.00	.00	5,000.00	60846	01/09/2025
Total 24998:						5,000.00	.00	5,000.00		
25031	USIC LOCATING Services,	700074	november tickets	1	11/30/2024	7,094.59	.00	7,094.59	60709	12/12/2024
Total 25031:						7,094.59	.00	7,094.59		
25069	MINNESOTA LIFE INSUR	49812951-00	ACTIVE LIFE INS 12/01/24	1	12/01/2024	2,067.81	.00	2,067.81	60684	12/12/2024
Total 25069:						2,067.81	.00	2,067.81		
25127	KINECT ENERGY INC AC	386277	Gas Invoice for the Month	1	12/03/2024	880,578.27	.00	880,578.27	12122024	12/12/2024
Total 25127:						880,578.27	.00	880,578.27		
25272	MN PEIP	1464322	ACTIVE EMPLOYEE HEAL	1	12/11/2024	151,285.54	.00	151,285.54	12272024	12/27/2024
Total 25272:						151,285.54	.00	151,285.54		
25288	AMERICAN EAGLE SECU	25404	Exacqvision Q Surveillance	1	12/13/2024	3,450.00	.00	3,450.00	60738	12/27/2024
		25404	Exacqvision ChannelLicen	2	12/13/2024	1,200.00	.00	1,200.00	60738	12/27/2024
Total 25288:						4,650.00	.00	4,650.00		
25305	AMPTEK ELECTRICAL C	HPU240003	Electrical work for ground g	1	12/06/2024	6,830.00	.00	6,830.00	60648	12/12/2024
		HPU240004	Electrical work for First Ave	1	12/06/2024	8,110.00	.00	8,110.00	60648	12/12/2024
		HPU240005	Labor and material for con	1	12/06/2024	24,795.27	.00	24,795.27	60648	12/12/2024
Total 25305:						39,735.27	.00	39,735.27		
25402	BAKER TILLY VIRCHOW	BT3004235	November Compilation	1	11/30/2024	2,289.20	.00	2,289.20	60651	12/12/2024
		BT3004235	October Fixed asset work a	2	11/30/2024	2,687.50	.00	2,687.50	60651	12/12/2024
		BT3004235	Water Rate Study - Novem	3	11/30/2024	4,802.00	.00	4,802.00	60651	12/12/2024
		BT3004235	Rate Study Electric, Gas a	4	11/30/2024	14,408.00	.00	14,408.00	60651	12/12/2024
Total 25402:						24,186.70	.00	24,186.70		
25582	GARTNER REFRIGERATI	102798	10.25.24 HVAC repairs and	1	12/12/2024	1,408.00	.00	1,408.00	60756	12/27/2024
Total 25582:						1,408.00	.00	1,408.00		
25588	CHEMTREAT INC.	CIN0107704	BL2450.55, BL1581.55, &	1	11/28/2024	8,423.39	.00	8,423.39	60656	12/12/2024
		CIN0107817	RL2032.55--Chemicals 202	1	12/23/2024	1,298.93	.00	1,298.93	60815	01/09/2025

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 25588:						9,722.32	.00	9,722.32		
25611	STINSON LLP	43607848	Turbine- Nov. 2024	1	12/19/2024	6,021.00	.00	6,021.00	60782	12/27/2024
Total 25611:						6,021.00	.00	6,021.00		
25616	STACK BROS. MECHANI	58278	Boiler 2 Front Panels	1	11/21/2024	16,644.36	.00	16,644.36	60576	11/29/2024
		58281	Boiler 2 SH Outlet head	1	11/21/2024	5,161.00	.00	5,161.00	60576	11/29/2024
		58283	Boiler 4 Fire Box Repair	1	11/21/2024	1,001.00	.00	1,001.00	60576	11/29/2024
		PAY APP# 6	Boiler 2 Superheat Tube R	1	11/21/2024	83,500.00	.00	83,500.00	60576	11/29/2024
Total 25616:						106,306.36	.00	106,306.36		
25631	NTS ENVIRONMENTAL S	INV4381	Environmental Sampling S	1	11/30/2024	1,534.19	.00	1,534.19	60775	12/27/2024
Total 25631:						1,534.19	.00	1,534.19		
25641	BOLTON & MENK, INC	0350981	Turbine 3 Prof Svcs (Ohma	1	11/26/2024	10,583.50	.00	10,583.50	60740	12/27/2024
		0350986	2024 Watermain Replacem	1	11/26/2024	7,789.00	.00	7,789.00	60740	12/27/2024
		0350988	2024 Watermain Replacem	1	11/26/2024	37,379.00	.00	37,379.00	60740	12/27/2024
		0351001	2024 Watermain Replacem	1	11/26/2024	51,439.75	.00	51,439.75	60740	12/27/2024
		0351002	2025 Wartermain Improve	1	11/26/2024	62,871.50	.00	62,871.50	60740	12/27/2024
		0351003	2025 Wartermain Improve	1	11/26/2024	8,331.50	.00	8,331.50	60740	12/27/2024
		0351014	2025 Wartermain Improve	1	11/26/2024	38,644.13	.00	38,644.13	60740	12/27/2024
		0351015	2025 Wartermain Improve	1	11/26/2024	8,600.00	.00	8,600.00	60740	12/27/2024
		0351034	2024 Capital Improvement	1	11/26/2024	28,684.50	.00	28,684.50	60740	12/27/2024
		0351036	Engineering Services for S	1	11/26/2024	6,535.00	.00	6,535.00	60740	12/27/2024
		0352170	PUC/ArcGIS Online Imple	1	12/16/2024	9,299.50	.00	9,299.50	60812	01/09/2025
		0352229	2024 GIS Support-GIS Sys	1	12/17/2024	13,166.00	.00	13,166.00	60812	01/09/2025
Total 25641:						283,323.38	.00	283,323.38		
25653	BCBS RETIREE	2412023833	RETIREE ACTIVE COVER	1	12/12/2024	10,812.00	.00	10,812.00	12272024	12/27/2024
		2412023833	RETIREE ACTIVE COVER	1	12/12/2024	1,881.00	.00	1,881.00	12272024	12/27/2024
Total 25653:						12,693.00	.00	12,693.00		
25685	OXYGEN SERVICE CO.	8789766	Liq Nitrogen	1	12/09/2024	1,182.01	.00	1,182.01	60690	12/12/2024
Total 25685:						1,182.01	.00	1,182.01		
25687	AFSCME COUNCIL 65	11282024	AFSCME UNION DUES 11	1	11/28/2024	2,021.20	.00	2,021.20	60619	11/28/2024
		12122024	AFSCME UNION DUES 11	1	12/12/2024	2,021.20	.00	2,021.20	60729	12/13/2024
Total 25687:						4,042.40	.00	4,042.40		
25717	INTERNATIONAL DISTRIC	2024-2324	2025 Annual Dues	1	12/03/2024	2,545.00	.00	2,545.00	60674	12/12/2024
Total 25717:						2,545.00	.00	2,545.00		
25744	CTC	21505273	Monthly Internet Services -	1	12/12/2024	1,548.22	.00	1,548.22	60746	12/27/2024
Total 25744:						1,548.22	.00	1,548.22		
25760	IRON RANGE ENGINEERI	78	Pipe Material for substation	1	12/04/2024	5,538.53	.00	5,538.53	60675	12/12/2024
		78	Engineering Services 2024	2	12/04/2024	17,660.28	.00	17,660.28	60675	12/12/2024

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 25760:						23,198.81	.00	23,198.81		
25774	VISA-PAUL	6723X11212	Knox Boxes for Fire Depart	12	11/21/2024	3,237.38	.00	3,237.38	12122024	12/12/2024
Total 25774:						3,237.38	.00	3,237.38		
25784	RICE LAKE CONTRACTIN	2325-40003	Bougaiis (Earthwork) for tra	1	09/18/2024	2,480.00	.00	2,480.00	60865	01/09/2025
		2325-40003	Amptek (Electrical)WATER	2	09/18/2024	13,738.00	.00	13,738.00	60865	01/09/2025
		2325-40003	Rice Lake (Concrete)WAT	3	09/18/2024	1,600.00	.00	1,600.00	60865	01/09/2025
		PAY APP #7	South Water Treatment Pla	1	11/27/2024	143,963.05	.00	143,963.05	60697	12/12/2024
Total 25784:						161,781.05	.00	161,781.05		
25790	COSTIN GROUP INC	2590	Government Relations, Co	1	12/02/2024	3,500.00	.00	3,500.00	60657	12/12/2024
Total 25790:						3,500.00	.00	3,500.00		
25796	UTILITY 2023 COLLABOR	1090	Radiate Leadership Progra	1	12/11/2024	3,746.25	.00	3,746.25	60785	12/27/2024
Total 25796:						3,746.25	.00	3,746.25		
25803	XPRESS BILL PAY - ACH	INV-XPR018	Monthly services - Novemb	1	11/30/2024	2,593.08	.00	2,593.08	12620242	12/06/2024
		INV-XPR019	MO Services 12/31	1	12/31/2024	2,646.16	.00	2,646.16	10920257	01/09/2025
Total 25803:						5,239.24	.00	5,239.24		
25820	MN DEPT ADMIN FLEET	2025050010	Monthly Lease for (2) Mitsu	1	12/18/2024	1,790.80	.00	1,790.80	60851	01/09/2025
Total 25820:						1,790.80	.00	1,790.80		
25827	MADDOX INDUSTRIAL TR	INV-301962	1PH 37.5kVA 13.8/4kV dua	1	11/20/2024	7,171.89	.00	7,171.89	60552	11/29/2024
Total 25827:						7,171.89	.00	7,171.89		
25836	TAMMY MATTONEN CON	NOVEMBER	Accounting Consulting SV	1	12/10/2024	12,070.00	.00	12,070.00	60783	12/27/2024
		OCTOBER20	Accounting Consulting SV	1	12/10/2024	13,175.00	.00	13,175.00	60783	12/27/2024
Total 25836:						25,245.00	.00	25,245.00		
25847	S.T. COTTER TURBINE S	2023-25 FIN	Retainage--Final Payment	1	12/19/2024	6,810.89	.00	6,810.89	60790	12/30/2024
Total 25847:						6,810.89	.00	6,810.89		
25863	ELECTRIC POWER ENGI	32573	Hibbing EPCM Services T1	1	11/30/2024	22,875.00	.00	22,875.00	60664	12/12/2024
Total 25863:						22,875.00	.00	22,875.00		
25904	LAKE STATES CONSTRU	11148	line construction contractor	1	12/11/2024	5,133.02	.00	5,133.02	60844	01/09/2025
Total 25904:						5,133.02	.00	5,133.02		
25912	Testo Inc.	9100428843	Testo 350 Engine Kit 02, C	1	11/13/2024	14,172.00	.00	14,172.00	60579	11/29/2024
Total 25912:						14,172.00	.00	14,172.00		
25917	PLATTCO CORPORATION	14614	Plattco Dump Valve -Coal a	1	12/13/2024	8,004.44	.00	8,004.44	60779	12/27/2024

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 25917:						8,004.44	.00	8,004.44		
25918	Carbontec LLC	HPUC001	PE Consulting Services-Ca	1	11/22/2024	3,924.03	.00	3,924.03	60520	11/29/2024
		HPUC002	PE Consulting Services-Ca	1	12/09/2024	15,274.02	.00	15,274.02	60743	12/27/2024
Total 25918:						19,198.05	.00	19,198.05		
Grand Totals:						4,212,474.51	.00	4,212,474.		

Report Criteria:

Detail report type printed

[Report].Invoice Amount = {>} 1000.00



Hibbing Public Utilities Commission Authority Matrix – Version April 2022							
P = Primary Responsibility C = Consenting A = Advises N = Notified I = Implements							
	Commissi on	Chair	Vice Chair	General Manager	Controller	Risk Manager	AP / Payroll
<i>Annual Budget</i>	P			A	A		
<i>Set Reserve Policy</i>	P			A	A		
<i>Budget Revision</i>	P			A	A		
<i>Strategic Plan</i>	P			A	A		
<i>Contract with total value exceeding \$25,000 or term greater than 5 years</i>	P			*A	N		
<i>Contracts with total value less than or equal to \$25,000 and term less than 5 years</i>	N			P	N	**	
<i>Bank Checks / ACH / Wires Greater than \$10,000</i>	P			*A	N		
<i>Emergency Purchases including End of the Month Gas Commodity Purchases</i>	C	C	C	P	N		
<i>Payroll and Statutorily Exempted Payments</i>	C			P	N		I
<i>Transfer of funds between accounts</i>				N	P		I
<i>Open/Close Bank Accounts</i>	P			A	A		
<i>Money Market / Investment Choices</i>	C			A	P		
<i>Purchase / Sale of Real Property</i>	P			A	A		



Hibbing Public Utilities Commission Authority Matrix – Version April 2022							
P = Primary Responsibility C = Consenting A = Advises N = Notified I = Implements							
<i>Debt Issuance</i>	P			A	A		
<i>Credit Facility Issuance</i>	P			N	N		
<i>Short-term borrowings/repayments under Credit Facilities</i>		N	N	P	C		
<i>Implementing Controls and ensuring compliance with Authorizations</i>	N			P	A		
<i>Employee travel for safety, trade, and business training</i>	N			P	A		
* Delegation 1	Primary approval delegated to General Manager for review and transmittal of payments, ACH, checks, payroll and approved contracts until ratification at the Commission Meeting immediately following issuance.						
** Delegation 2	General Manager delegates approval of contracts of value less than \$10,000 and less 5 years in duration to the Risk Manager						
*** Delegation 3	General Manager delegates approval of payroll, transfers, and statutorily exempted payments to Accounts Payable and Payroll function.						



Item 5.B – Approve payroll paid & overtime report

Item 5.B – Approve payroll paid & overtime report

January 21st, 2025

Jeff Hart
Commission Chair
1902 E. 6th Avenue
Hibbing, MN 55746

RE: Item 5.B – Approve payroll paid & overtime report for the December 26th, 2024 & January 9th pay dates

Dear Commissioners;

Per HPU's Authorization and Approval matrix approved at the April 26th, 2022 commission Meeting, please find payroll and overtime reports for payroll dates subsequent to the last Commission meeting held December 17th, 2024.

Sincerely;



Luke J. Peterson

Report Criteria:

Employee Transaction.Check Issue Date = 12/26/2024
Pay Code.Pay Code = 1-19, 25

<u>Payroll Type</u>	<u>Amount</u>
Total REGULAR WAGES:	171,775.35
Total REGULAR WAGES - FOREMAN:	2,535.04
Total REGULAR WAGES - LEAD:	799.92
Total OVERTIME WAGES:	13,966.90
Total OVERTIME WAGES - FOREMAN:	1,322.87
Total OVERTIME WAGES - LEAD:	224.52
Total SUNDAY PREMIUM:	1,631.28
Total VACATION PAY:	7,572.32
Total SICK & SAFE LEAVE:	1,323.60
Total SICK LEAVE - REGULAR:	11,380.24
Total UNEXCUSED SICK LEAVE:	.00
Total COMP TIME USED:	16,566.90
Total PERSONAL HOLIDAY:	2,590.27
Total SHIFT DIFFERENTIAL .75/HR:	478.14
Total LONGEVITY:	2,745.86
Total STANDBY:	7,257.17
Total CERTIFICATE/LICENSE:	765.90
Grand Totals:	<u><u>242,936.28</u></u>

Report Criteria:

Employee Transaction.Check Issue Date = 01/09/2025
Pay Code.Pay Code = 1-19, 25

<u>Payroll Type</u>	<u>Amount</u>
Total REGULAR WAGES:	110,236.80
Total REGULAR WAGES - FOREMAN:	1,623.20
Total REGULAR WAGES - LEAD:	404.16
Total OVERTIME WAGES:	13,632.03
Total OVERTIME WAGES - FOREMAN:	810.39
Total OVERTIME WAGES - LEAD:	326.82
Total SUNDAY PREMIUM:	1,431.95
Total VACATION PAY:	21,098.83
Total SICK LEAVE - REGULAR:	8,065.22
Total UNEXCUSED SICK LEAVE:	.00
Total COMP FROM STADBY:	.00
Total COMP TIME EARNED:	.00
Total COMP TIME USED:	1,767.44
Total PERSONAL HOLIDAY:	3,430.80
Total HOLIDAY PAY:	58,750.64
Total SHIFT DIFFERENTIAL .75/HR:	504.00
Total HOLIDAY WORKED:	15,273.24
Total LONGEVITY:	3,192.93
Total STANDBY:	1,879.40
Total CERTIFICATE/LICENSE:	765.90
Grand Totals:	<u><u>243,193.75</u></u>



Item 5.C

Item 5.C – Approve HPU Staff Overnight Travel Expense Matrix: Q4 2024

January 21st, 2025

Jeff Hart
Commission Chair
1902 E. 6th Avenue
Hibbing, MN 55746

RE: Item 5.C – Approve HPU Staff Overnight Travel Expense Matrix: Q4 2024

Dear Commissioners;

Please find enclosed for your reviewal and ratification the HPU Staff Overnight Travel Expense Matrix for Q4 2024 (Oct. 1st – Dec. 31st, 2024). These travel expenses were approved by the HPU General Manager. Notification and reporting of these expenses are required in the HPU Authority Matrix.

Sincerely;



Luke J. Peterson



Name	Position	Schooling/Seminar /Meeting	Business Purpose	Date	Cost of Registration	Lodging Cost	Transportation/Meals	Total
Chad Rintala	Water Operator	2024 Water & Wastewater Certification Refresher & Exam	Certification & Liscensing	Oct. 1st - Oct. 3rd, 2024	\$ 32.00	\$ 178.00	\$ 64.28	\$ 274.28
Luke Peterson	General Manager	APGA Fall Board Meeting	Industry Networking, Industry Trends	Oct. 20th - Oct. 22nd, 2024	\$ -	\$ 396.30	\$ 135.23	\$ 531.53
Luke Peterson	General Manager	APGA Meeting with FERC	Legislative Advocacy; Networking	Dec. 4th - Dec. 6th, 2024	\$ -	\$ -	\$ 517.95	\$ 517.95
Chad Adams	Line Crew Leadman	MMUA T&O Conference	Skill Development & Safety Operations	Dec. 10th - Dec. 12th, 2024	\$ 640.00	\$ 252.28	\$ 162.71	\$ 1,054.99
Esko Savela	Line Crew Foreman	MMUA T&O Conference	Skill Development & Safety Operations	Dec. 10th - Dec. 12th, 2025	\$ 640.00	\$ 252.28	\$ 272.88	\$ 1,165.16
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Item 5.D

Item 5.D – Approve Resolution 25-01: Deferral of 2024 Vegetation Management

January 21st, 2025

Jeff Hart
Commission Chair
1902 E. 6th Avenue
Hibbing, MN 55746

RE: Item 5.D – Approve Resolution 25-01: Deferral of 2024 Vegetation Management

Dear Commissioners;

Please find attached for your consideration Resolution 25-01: Deferral of 2024 Vegetation Management. The proposed resolution would defer the 2024 vegetation management expenses of \$615,819.69 over 5 years in alignment with GASB Statement No. 62. Approval of this resolution would be in alignment with past Commission action for the 2022 and 2023 vegetation expenses.

Sincerely;



Luke J. Peterson

Sample Resolution – Deferral of Vegetation Program

Resolution 25-01

Be it resolved by the Hibbing Public Utilities (HPU) in its regular Board of Directors meeting of January 21st, 2025 that it hereby approves and adopts a policy to defer certain vegetation management costs for future rate recovery from customers.

HPU committed to spending amounts for vegetation management in 2022, 2023, and 2024 and would like to collect these vegetation management costs from ratepayers over a 5-year period. In 2024, HPU incurred \$615,819.69 in vegetation management costs. HPU management wishes to defer the 2024 expenditures as a regulatory asset and recover these costs in the next rate adjustment using a 5-year amortization. The 2022 expense deferral for vegetation management costs totaling \$75,925.914 was approved on April 25, 2023 in Resolution 15-23 and the 2023 expense deferral for vegetation management costs totaling \$413,393.75 was approved on February 27, 2024 in Resolution 24-02.

To do as described in the preceding paragraph, the Board authorizes the use of Governmental Accounting Standards Board Statement No. 62 – *Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements*, specifically ***Regulated Operations***, (GASB 62) for the deferral of the tree trimming program costs.

The Board thus approves the deferral of \$615,819.69 in vegetation management costs and directs that these costs be recovered in customer rates over a 5-year period beginning with the next HPU electric rate adjustment.

Passed this 21st day of January 2025.

Jeff Hart
Commission Chair

Jesse Babich
Commission Secretary

HPU
Regulatory assets
12 31 24

Amortization of regulatory assets to begin on February 1, 2025 (over a five year period with the exception of Deferred Power costs which are currently being amortized)

	Total	Wood System Improvements 1-200-1182-301	Coal Ash Improvements 1-200-1182-302	Boiler #4 1-200-1182-303	Ash System Cleaning 1-200-1182-304	Deferred Power Costs 1-200-1182-305	Tree Trimming Program 1-200-1182-306
Balance 12 31 22	\$ 4,075,125.65	\$ 89,821.05	\$ 49,588.16	\$ 591,820.89	\$ 246,533.61	\$ 3,021,436.00	\$ 75,925.94
2023 activity:							
Additional deferrals	409,593.76		(3,800.00)				413,393.76
Amortization	(453,213.00)	-	-	-	-	(453,213.00)	-
Balance 12 31 23	\$ 4,031,506.41	\$ 89,821.05	\$ 45,788.16	\$ 591,820.89	\$ 246,533.61	\$ 2,568,223.00	\$ 489,319.70
2024 Activity:							
Additional deferrals	615,819.69						615,819.69
Amortization	(604,284.00)	-	-	-	-	(604,284.00)	-
Balance 12 31 24	\$ 4,043,042.10	\$ 89,821.05	\$ 45,788.16	\$ 591,820.89	\$ 246,533.61	\$ 1,963,939.00	\$ 1,105,139.39
2025 Amortization:							
January	\$ 50,357.00					50,357.00	
February	\$ 85,008.72	1,497.02	763.14	9,863.68	4,108.89	50,357.00	18,418.99
March	\$ 85,008.72	1,497.02	763.14	9,863.68	4,108.89	50,357.00	18,418.99
April	\$ 85,008.72	1,497.02	763.14	9,863.68	4,108.89	50,357.00	18,418.99
May	\$ 85,008.72	1,497.02	763.14	9,863.68	4,108.89	50,357.00	18,418.99
June	\$ 85,008.72	1,497.02	763.14	9,863.68	4,108.89	50,357.00	18,418.99
July	\$ 85,008.72	1,497.02	763.14	9,863.68	4,108.89	50,357.00	18,418.99
August	\$ 85,008.72	1,497.02	763.14	9,863.68	4,108.89	50,357.00	18,418.99
September	\$ 85,008.72	1,497.02	763.14	9,863.68	4,108.89	50,357.00	18,418.99
October	\$ 85,008.72	1,497.02	763.14	9,863.68	4,108.89	50,357.00	18,418.99
November	\$ 85,008.72	1,497.02	763.14	9,863.68	4,108.89	50,357.00	18,418.99
December	\$ 85,008.72	1,497.02	763.14	9,863.68	4,108.89	50,357.00	18,418.99
Total 2025 Amortization	\$ 985,452.90	\$ 16,467.19	\$ 8,394.50	\$ 108,500.50	\$ 45,197.83	\$ 604,284.00	\$ 202,608.89



Item 5.E

Item 5.E – Approve Resolution 25-02: Authorizing Hibbing Public Utilities to Make Application and Accept funds from Iron Range Resources and Rehabilitation Board Public Works Program

January 21st, 2025

Jeff Hart
Commission Chair
1902 E. 6th Avenue
Hibbing, MN 55746

RE: Item 5.E – Approve Resolution 25-02: Authorizing Hibbing Public Utilities to Make Application and Accept funds from Iron Range Resources and Rehabilitation Board Public Works Program

Dear Commissioners;

Please find attached for your consideration Commission Resolution 25-02. This resolution authorizes HPU staff to make application and accept funds from the IRRR's Public Works Grant Program. HPU staff will be requesting funds in support of the 2025 Watermain Replacement Projects.

Sincerely;



Luke J. Peterson

RESOLUTION NO. 25-02

STATE OF MINNESOTA
COUNTY OF ST. LOUIS
HIBBING PUBLIC UTILITIES COMMISSION

RESOLUTION AUTHORIZING HIBBING PUBLIC UTILITIES TO MAKE APPLICATION TO AND ACCEPT FUNDS FROM IRON RANGE RESOURCES AND REHABILITATION BOARD PUBLIC WORKS PROGRAM

WHEREAS, the “Public Works” program is a funding opportunity administered through the Iron Range Resources & Rehabilitation Board (IRRR) that will distribute \$6 million of funding to complete infrastructure projects that provide essential services and promote economic development, and,

WHEREAS, the Public Utility Commission of the City of Hibbing (a.k.a “HPU” or “the Commission”) has duties and powers set forth in MN Statute Chapter 412 in addition to the duties and powers set forth in its own enabling statutes; and,

WHEREAS, HPU hereby certifies its authority to both apply and accept grant funds from the IRRR “Public Works” fund and any other sub-fund thereof; and,

WHEREAS, HPU is an eligible applicant to the IRRR “Public Works” Program seeking to complete the 2025 Watermain Replacement Projects

NOW BE IT RESOLVED that the Commission as the Approving Authority adopts this Resolution to apply and accept funding for the IRRR “Public Works” Program.

Upon vote taken, the following voted:
For:
Against:

Whereupon said Resolution No. 25-02 was declared duly passed and adopted this 21st day of January, 2025.

Jeff Hart
Chairman

Jesse Babich
Commission Secretary



Item 5.C

Item 5.D – Approve Listed Requests for Contribution

January 21st, 2025

Jeff Hart
Commission Chair
1902 E. 6th Avenue
Hibbing, MN 55746

RE: Item 5.D – Approve Listed Requests for Contribution

Dear Commissioners;

As outlined in paragraph 4, Subdivision 1, Section 3 of the enabling statute of the Hibbing Public Utilities Commission, the commission has the authority to allocate up to \$20,000 per year for charitable contributions that improve and develop the tourist, recreational, industrial, commercial, or vocational resources of Hibbing. In the New Year of 2025 HPU staff is recommending the contribution of funds to the following organizations. Included in this round is a second contribution to the Lincoln Playground Committee, bringing the total contribution to \$10,000 over two years.

Organization	Sector of Support	Request Amount
Lincoln Playground Committee	Recreation	\$5000
Mesabi Symphony Orchestra	Recreation	\$2000
Angel Fund	Recreation	\$500

Sincerely;



Luke J. Peterson



REQUEST FOR CONTRIBUTION

The Hibbing Public Utilities Commission (HPUC) has the statutory right to contribute annually a sum not to exceed one percent of the previous year's gross revenues, or \$20,000, whichever is less.

Any party wishing to make request for contribution from the Hibbing Public Utilities Commission must complete this form and submit it to the office of the General Manager, 1902 E. 6th Ave., Hibbing, MN 55746. Applicants may request up to \$500 in funds as related to the below statutory requirements. Larger requests may be considered for the Commission's End-of-Year Charitable Contributions. Requests will be brought to the Commission for discussion and action at the most practical regularly scheduled meeting of the Commission following receipt of the application form.

PURPOSE: By statute, HPUC contribution must be for the purpose of advertising, improving and developing the tourist, recreational, industrial, commercial, or vocational resources of the City of Hibbing.

REQUESTING PARTY INFORMATION:

NAME OF ORGANIZATION: Lincoln Playground Committee

CHECK PAYABLE TO: Lincoln Parent Teacher Organization

CONTACT NAME: Jessica Whitney PHONE NO. lincolnpthibbing@gmail.com

ADDRESS: 1114 E 23rd St., Hibbing, MN 55746

DATE: _____

PROJECT DESCRIPTION: (Please provide project description including scope, estimated project costs, location, schedule, etc.)

The Lincoln Playground Committee is fundraising to build a new playground.

AMOUNT OF REQUEST: \$5,000

REASON FOR REQUEST: (Please describe the ways in which the request meets the statutory purpose, describe under PURPOSE above):

This project is a significant development of Hibbing's play recreational resources.



REQUEST FOR CONTRIBUTION

HPUC DISPOSITION: (Not to be filled out by applicant)

Commission Secretary

Date

p/forms/admin./Request for Contribution.doc



Lincoln Parent Teacher Organization

1114 E 23rd Street, Hibbing, MN 55746 • lincolntohibbing@gmail.com



Luke Peterson
Hibbing Public Utilities Commission
1902 6th Ave E
Hibbing, MN 55746

The Lincoln Playground Committee (subsidiary of Lincoln Parent Teacher Organization, (501c3) believes that every school deserves a contemporary playground that is inclusive for all children. We believe a playground is vital in encouraging free play to foster creativity, social engagement, coordination, confidence, and self-esteem. We strive to provide a playground that promotes an active lifestyle outdoors year-round. Our mission is to provide an inclusive playground that is welcoming to all children and families.

Our playground project will open up the joys of outdoor recreation to individuals facing adaptive equipment needs and communication barriers, ensuring that everyone can revel in the fresh air and fun on our newly revamped playground. We are dedicated to surpassing ADA requirements, striving to create an environment of true inclusivity by incorporating a diverse array of inclusive equipment. These innovative pieces not only accommodate individuals who require transfer assistance but also enable those with mobility devices to seamlessly engage with the playground features.

With over 600 students at Lincoln Elementary, many of whom benefit from Individualized Education Programs (IEPs) or 504 plans, it's clear that our current playground no longer meets the needs of our growing and diverse student body. Originally constructed in 2004 during a period of declining enrollment and limited resources, the playground was ill-equipped to prioritize inclusivity. However, as our community has evolved, so too has our commitment to providing equitable access to recreation for all.

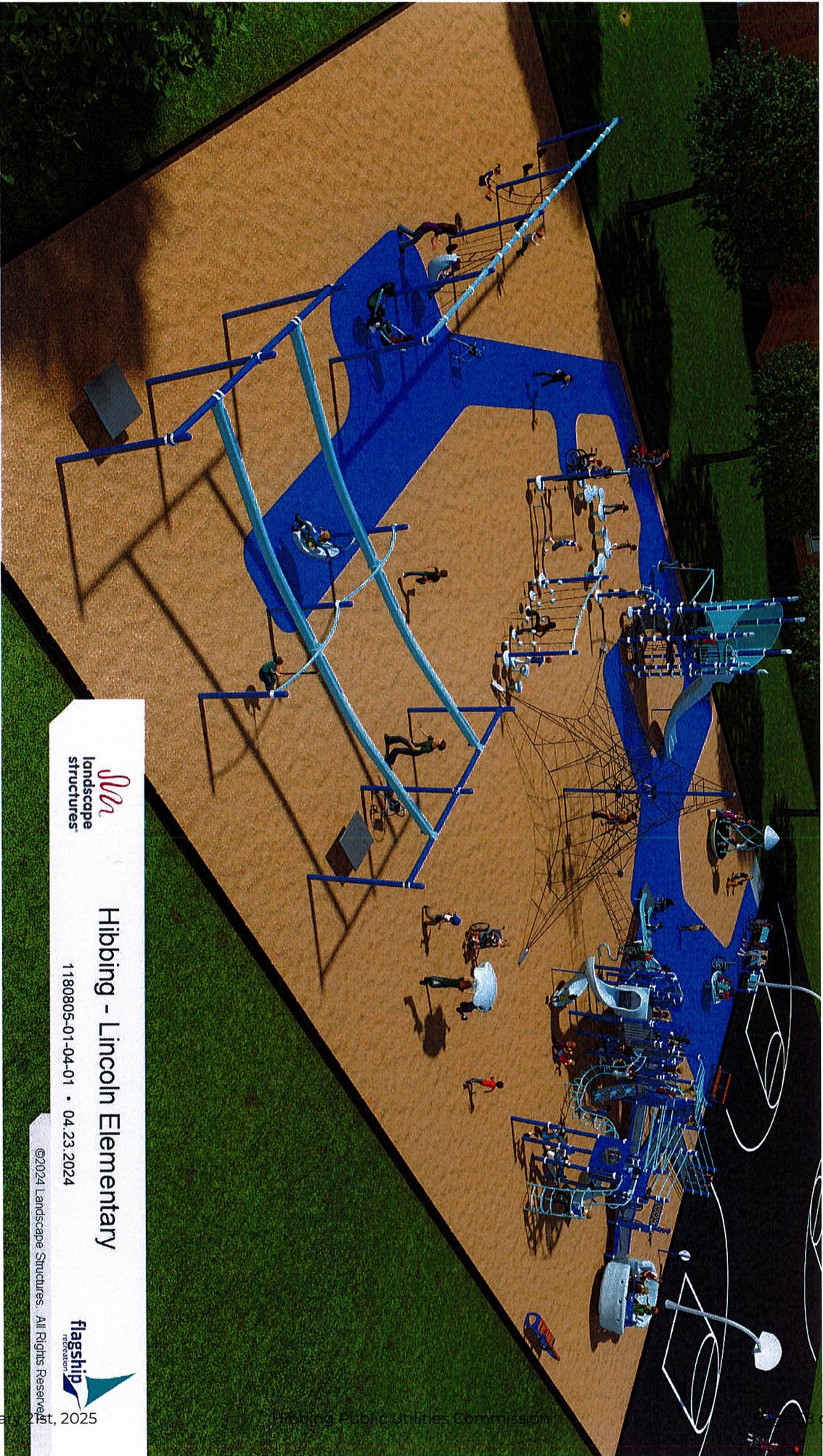
In response to the rising demand for adaptive playground equipment and the growing awareness of the importance of inclusivity, we are seizing the opportunity to transform our playground into a beacon of accessibility and enjoyment for our students and the broader community. While the cost of playground equipment has escalated in recent years, our Lincoln Parent Teacher Organization is dedicated to contributing a significant portion of the funds necessary for this ambitious project. However, to fully realize our vision, we recognize the need for additional support from the community at large.

This groundbreaking project represents a pivotal moment for our community, offering the promise of play to those who have long been excluded from traditional playground experiences. Together, we can create a space where every child can laugh, learn, and thrive, regardless of their abilities or challenges.

We have currently raised \$412,000.00 of the \$562,300.74 through fundraising, various grants, and donations. We continue fundraising efforts as well as grant writing to raise the remainder of the fund required. We currently need \$150,000 in additional funds to complete the build.

We thank you in advance for your consideration on donating to our playground project.

Jessica Whitney & Kayla Hintz
Lincoln Inclusive Playground Leads



Hibbing - Lincoln Elementary

1180805-01-04-01 • 04.23.2024

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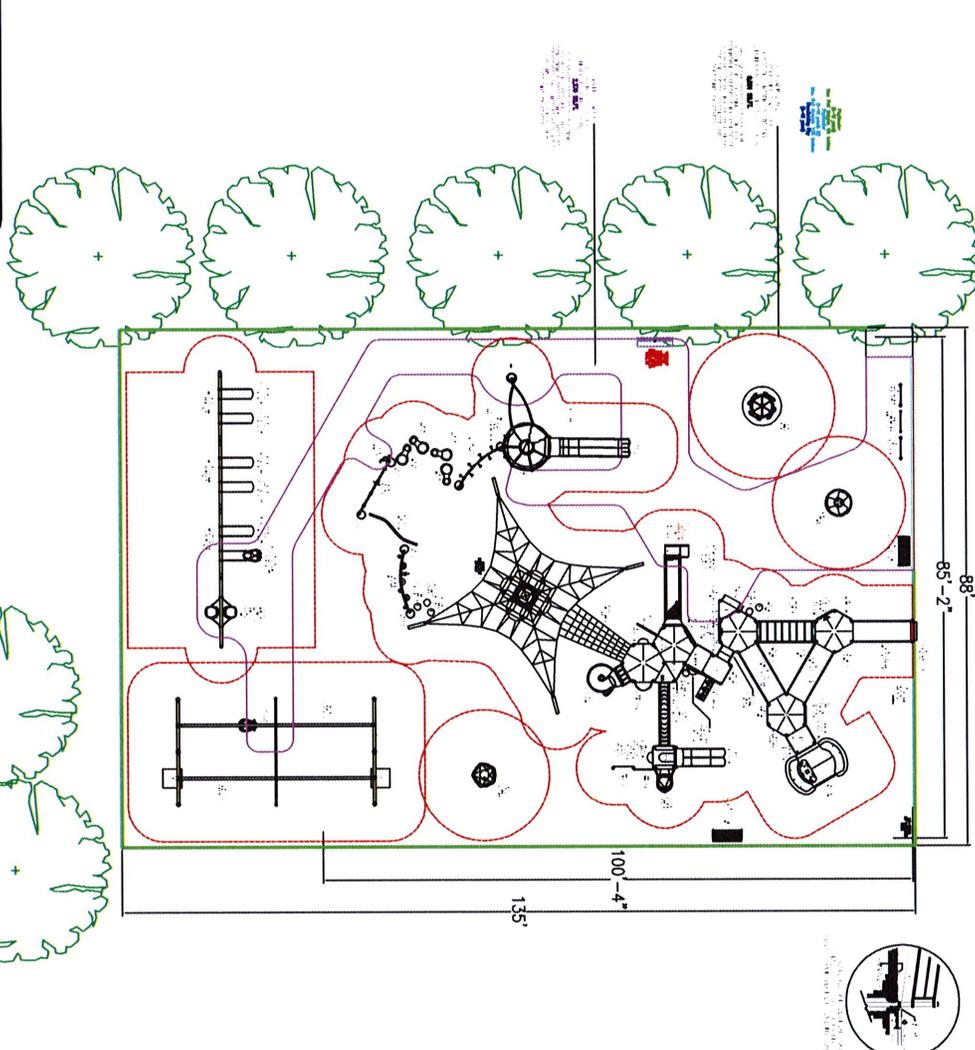
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Hibbing -
Lincoln Elementary
Hibbing, MN

Flagship Recreation
Stacy Strand

PlayBooster
Project # 1180805-01-04



Date	Previous Drawing #	Notes
4/3/24	1180805-01-03	NA
3/6/24	1180805-01-02	NA
1/14/25	1180805-01-01	NA

PROJECT # 1180805-01-04
DATE 1/14/25
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DATE 1/14/25

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DATE 1/14/25



PROJECT INFORMATION

Project name	<u>Lincoln Elementary</u>
Address	<u>1114 E 23rd St</u>
City, State ZIP	<u>Hibbing, MN 55746</u>
Contract Year	<u>2024 State Contract (2025 State Contract - ESTIMATED)</u>

EQUIPMENT INFORMATION & PRICING

<u>Qty</u>	<u>Item No.</u>	<u>Description</u>	<u>Price</u>	<u>Ext Price</u>
113	100626A	30" Galvanized Stake	\$18.00	\$2,034.00
108	119214A	Tuff-Timber 4'	\$68.00	\$7,344.00
		Cost of Independent Items		\$9,378.00
		Total of Standard Equipment		\$9,378.00
1	127440A	Trail Tracker Reach Panel Ground Level	\$612.00	\$612.00
1	135730A	Match 3 Reach Panel Ground Level	\$1,071.00	\$1,071.00
4	111404J	76"Alum Post DB	\$337.00	\$1,348.00
		Cost of Standard PlayStructure Items		\$3,031.00
DEPENDENT:				
1	185927A	Flywheel Spinner DB Only	\$4,355.00	\$4,355.00
1	195507A	ZipKrooz Additional Bay 34' w/Aluminum Posts DB	\$15,111.00	\$15,111.00
1	196212A	ZipKrooz Assisted 34' w/Aluminum Posts DB	\$13,821.00	\$13,821.00
1	277369A	WhirlyQ Spinner SM Only	\$17,228.00	\$17,228.00
1	295695A	ReviWheel Spinner DB Only	\$6,492.00	\$6,492.00
1	298208A	Symbol Communication Sign w/2 Posts DB	\$2,137.00	\$2,137.00
5	174018A	Belt Seat ProGuard Chains for 8' Beam Height	\$163.00	\$815.00
3	177345A	Single Post Swing Frame 52" Bury Additional Bay 8' Beam Height Only	\$1,316.00	\$3,948.00
1	177351A	Molded Bucket Seat (5-12 yrs) w/Harness ProGuard Chains for 8' Beam Heig	\$1,112.00	\$1,112.00
1	237296A	Friendship Swing w/Single Post Frame 52" Bury ProGuard Chains	\$4,218.00	\$4,218.00
		Cost of Standard Independent Items		\$69,237.00
CUSTOM:				
1	CP003127	72I TENDERTUFF BENCH WITH BUDDY BENCH LASER CUT ON BACK DI	\$1,168.00	\$1,168.00
		Cost of Custom Items		\$1,168.00

1	120325A	Ramp Berm Exit Plate Concrete Wall	\$536.00	\$536.00
3	156232A	Ramp w/Guardrails w/Curbs Meets ASTM	\$5,498.00	\$16,494.00
1	193171C	SwiggleKnots Bridge w/o Deck Connections DB Only	\$8,002.00	\$8,002.00
1	193173C	TightRope Bridge w/o Deck Connections	\$2,173.00	\$2,173.00
1	219509A	GeoPlex Climber 56"Dk	\$1,250.00	\$1,250.00
1	122570A	Cliff Climber 48"Dk DB	\$2,310.00	\$2,310.00
1	122916B	Double Wave Climber Equal Decks 72"Dk DB	\$5,166.00	\$5,166.00
1	152907B	Deck Link w/Barriers Steel end panels 2 Steps	\$2,678.00	\$2,678.00
1	156916B	Pod Climber w/Handloop 24"Dk DB Left Mounted Handhold	\$1,193.00	\$1,193.00
1	174448A	SpaceLink Climber to 72" Deck Attached to Hex Deck	\$7,788.00	\$7,788.00
1	176080A	Logo Climber 56"Dk DB	\$1,923.00	\$1,923.00
1	229831B	Shockwave Climber 72" Deck DB	\$3,499.00	\$3,499.00
2	111228A	Square Tenderdeck	\$1,341.00	\$2,682.00
2	111229A	Square Deck Extension	\$1,280.00	\$2,560.00
2	111231A	Triangular Tenderdeck	\$1,035.00	\$2,070.00
1	119646A	Tri-Deck Extension	\$1,005.00	\$1,005.00
4	121948A	Kick Plate 8"Rise	\$148.00	\$592.00
1	121948B	Kick Plate 16"Rise	\$250.00	\$250.00
5	178710A	Hexagon Tenderdeck	\$3,830.00	\$19,150.00
1	185852A	Transfer Step w/2 Handloops DB	\$1,316.00	\$1,316.00
1	111240A	Balcony Deck	\$1,678.00	\$1,678.00
3	115223A	Bubble Panel Above Deck	\$1,107.00	\$3,321.00
1	115229A	Finger Maze Panel Above Deck	\$944.00	\$944.00
1	115230A	Tracing Panel Above Deck	\$944.00	\$944.00
1	115254A	Storefront Panel	\$816.00	\$816.00
2	116244A	Pipe Barrier Above Deck	\$816.00	\$1,632.00
1	127439A	Navigator Reach Panel Above Deck	\$903.00	\$903.00
1	127953B	Handhold Panel	\$219.00	\$219.00
5	127953A	Handhold Panel Set	\$362.00	\$1,810.00
1	129043A	Image Reach Panel Above Deck	\$1,199.00	\$1,199.00
1	130565A	Table Panel DB	\$1,423.00	\$1,423.00
1	135729A	Periscope Reach Panel Above Deck	\$2,040.00	\$2,040.00
1	188835A	Sign Language Panel Above Deck	\$1,132.00	\$1,132.00
5	191031A	Accessible Panel Curb	\$143.00	\$715.00
2	111357B	Turning Bar Alum DB	\$663.00	\$1,326.00
2	120818A	Playstructure Seat	\$500.00	\$1,000.00
2	120901A	Grab Bar	\$250.00	\$500.00
1	153165A	Stationary Cyclor Accessible	\$638.00	\$638.00
4	166809A	E-Pod Seat	\$403.00	\$1,612.00

1	119613A	Wave Horizontal Ladder	\$1,744.00	\$1,744.00
4	111404W	156"Steel Post DB	\$541.00	\$2,164.00
2	111404J	76"Alum Post DB	\$337.00	\$674.00
4	111404I	84"Alum Post DB	\$352.00	\$1,408.00
7	111404H	92"Alum Post DB	\$362.00	\$2,534.00
2	111404G	100"Alum Post DB	\$383.00	\$766.00
4	111404F	108"Alum Post DB	\$388.00	\$1,552.00
4	111404D	124"Alum Post DB	\$464.00	\$1,856.00
9	111404C	132"Alum Post DB	\$485.00	\$4,365.00
1	111404B	140"Alum Post DB	\$490.00	\$490.00
7	111404A	148"Alum Post DB	\$515.00	\$3,605.00
2	111405H	50"Alum Flush Post w/Standard Cap DB	\$536.00	\$1,072.00
1	123333B	Rollerslide 56"Dk DB	\$12,393.00	\$12,393.00
1	130390A	Double Swoosh Slide 72"Dk DB	\$3,080.00	\$3,080.00
1	222708A	WhooshWinder Slide 72"Dk DB	\$6,599.00	\$6,599.00

Cost of Standard PlayStructure Items \$150,791.00

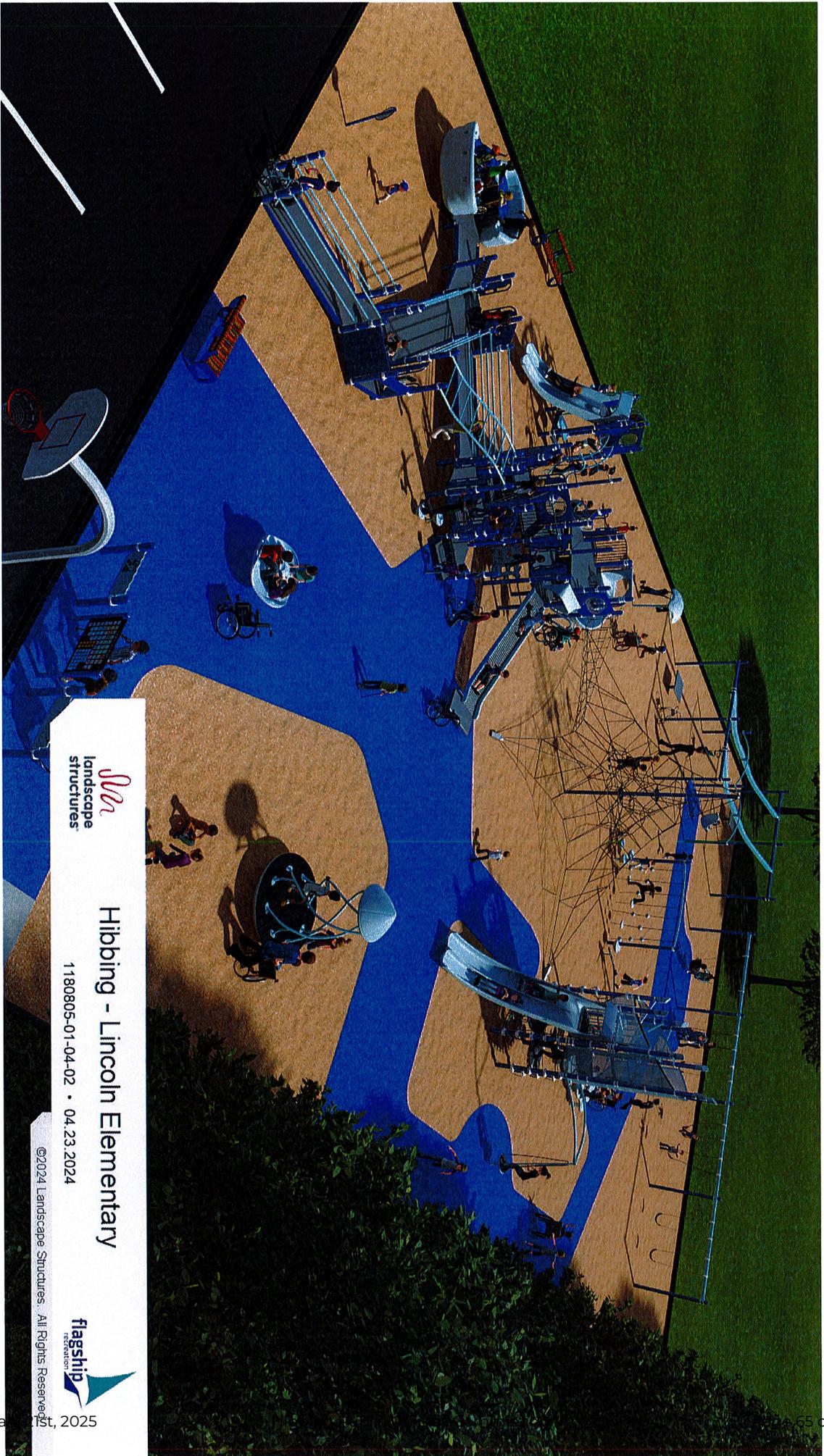
DEPENDENT:

2	120711A	Pod Climber 16" DB	\$367.00	\$734.00
1	158997A	Pod Climber 10" DB	\$362.00	\$362.00
1	158998A	Pod Climber 20" DB	\$383.00	\$383.00
1	249012A	Lunar Blast DB Only	\$34,272.00	\$34,272.00
1	138871A	Sway Fun Wheelchair Glider 16"Height	\$21,287.00	\$21,287.00
4	158105A	Wobble Pod DB Only	\$1,999.00	\$7,996.00
1	182503C	Welcome Sign (LSI Provided) Ages 5-12 years Direct Bury	\$0.00	\$0.00
2	186588B	Kaleidoscope Bench w/Back w/o Handles DB	\$1,663.00	\$3,326.00
1	100041A	Curved Balance Beam DB	\$1,071.00	\$1,071.00
1	254625A	Super Netplex 8' Tower DB Only	\$71,660.00	\$71,660.00

Cost of Standard Independent Items \$141,091.00

CUSTOM:

1	CP022366A-001	DTR PB RH Transition Bench for Rollerslide Exit	\$	2,595.00	\$	2,595.00
		Cost of Custom Items			\$	2,595.00
		Total Cost ALL Standard - 2024 State Contract				\$373,528.00
		Total Cost ALL Standard - 2025 State Contract - ESTIMATED (+5%)				\$392,204.00
		Total Cost ALL Custom - 2024 State Contract				\$3,763.00
		Total Cost ALL Custom - 2025 State Contract - ESTIMATED (+5%)				\$3,951.15



Hibbing - Lincoln Elementary

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Hibbing - Lincoln Elementary

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flagship
THE ASSOCIATION

ART APPROVAL

**PLEASE REVIEW
AND APPROVE
THE FOLLOWING:**

Color, Verbiage, Layout/size, and Overall Graphic:

I verify that I own or otherwise possess all necessary rights with respect to the user-submitted images, and that the user-submitted images do not infringe, misappropriate, use without authorization, disclose without authorization, or otherwise violate any copyright, trademark, trade secret, other intellectual property right, or a property right of any third party.

This approval confirms all major design work has been completed and accurately reflects the direction specified. This rendering remains a conceptual approximation as custom products are subject to final engineering including, but not limited to, hardware placement and minor changes related to standards and manufacturing capabilities. Each change following this approval will require a change order and impact the delivery date.

SIGNATURE	DATE
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Hibbing - Lincoln Elementary

1180805-01-04-11 • 04.23.2024

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January 21st, 2025

Public Utilities Commission



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Hibbing - Lincoln Elementary

1 180805-01-04-10 • 04.23.2024

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Hibbing - Lincoln Elementary

1180805-01-04-07 • 04.23.2024



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REQUEST FOR CONTRIBUTION

The Hibbing Public Utilities Commission (HPUC) has the statutory right to contribute annually a sum not to exceed one percent of the previous year's gross revenues, or \$20,000, whichever is less.

Any party wishing to make request for contribution from the Hibbing Public Utilities Commission must complete this form and submit it to the office of the General Manager, 1902 E. 6th Ave., Hibbing, MN 55746. Applicants may request up to \$500 in funds as related to the below statutory requirements. Larger requests may be considered for the Commission's End-of-Year Charitable Contributions. Requests will be brought to the Commission for discussion and action at the most practical regularly scheduled meeting of the Commission following receipt of the application form.

PURPOSE: By statute, HPUC contribution must be for the purpose of advertising, improving and developing the tourist, recreational, industrial, commercial, or vocational resources of the City of Hibbing.

REQUESTING PARTY INFORMATION:

NAME OF ORGANIZATION: Mesabi Symphony Orchestra (MSO)

CHECK PAYABLE TO: Mesabi Symphony Orchestra

CONTACT NAME: Jim Watcher PHONE NO. _____

ADDRESS: P.O. Box 600, Virginia, MN 55792

DATE: Dec. 13th, 2024

PROJECT DESCRIPTION: (Please provide project description including scope, estimated project costs, location, schedule, etc.)

The MSO seeks support to end its 2024-2025 season with a thrilling performance of Beethoven's 5th Symphony at the Hibbing Highschool's Auditorium. This event is scheduled for April 12th, 2025. Contributed funds will assist in covering the cost of \$13,500 for the performance and venue rental. \$2,000

AMOUNT OF REQUEST: _____

REASON FOR REQUEST: (Please describe the ways in which the request meets the statutory purpose, describe under PURPOSE above):

An orchestra (MSO) in a community: indicates economic and cultural strength; draws volunteers, philanthropist and other active, civic minded participants; helps businesses attract/retain professionals; includes several Hibbing and Range residents committed to artistic excellence, community, and life long learning; presents to area schools' practices mentorship for young musicians and adult novices.



REQUEST FOR CONTRIBUTION

HPUC DISPOSITION: (Not to be filled out by applicant)

Commission Secretary

Date

p/forms/admin/Request for Contribution.doc



2024/25 SEASON



50

BEETHOVEN

12 APR 7:00pm
Hibbing High School Auditorium
Hibbing, MN

13 APR 2:30pm
Rock Ridge High School
Performing Arts Center
Virginia, MN

TICKETS

ADULT \$15
SENIOR \$12
STUDENT \$8
FAMILY \$25

TICKETS AVAILABLE ONLINE
& AT THE DOOR!

MESABI SYMPHONY ORCHESTRA

January 2025
www.mesabisymphonyorchestra.org

Funding for MSO's 2024-25 season is provided in part by the Eveleth Area Community Fund
of the Duluth Superior Area Community Foundation.





REQUEST FOR CONTRIBUTION

The Hibbing Public Utilities Commission (HPUC) has the statutory right to contribute annually a sum not to exceed one percent of the previous year's gross revenues, or \$20,000, whichever is less.

Any party wishing to make request for contribution from the Hibbing Public Utilities Commission must complete this form and submit it to the office of the General Manager, 1902 E. 6th Ave., Hibbing, MN 55746. Applicants may request up to \$500 in funds as related to the below statutory requirements. Larger requests may be considered for the Commission's End-of-Year Charitable Contributions. Requests will be brought to the Commission for discussion and action at the most practical regularly scheduled meeting of the Commission following receipt of the application form.

PURPOSE: By statute, HPUC contribution must be for the purpose of advertising, improving and developing the tourist, recreational, industrial, commercial, or vocational resources of the City of Hibbing.

REQUESTING PARTY INFORMATION:

NAME OF ORGANIZATION: Angel Fund

CHECK PAYABLE TO: Angel Fund

CONTACT NAME: Kelly Grinsteiner

PHONE NO. 218-969-6768

ADDRESS: PO Box 114, Hibbing MN 55746

DATE: 12/26/24

PROJECT DESCRIPTION: (Please provide project description including scope, estimated project costs, location, schedule, etc.)

Angel Fund provides financial assistance to NE MN residents undergoing cancer treatment. We'll host our annual Rock for an Angel curling funspiel on Saturday, Feb, 8, at the Hibbing Curling Club. This one-day event is our largest fundraiser of the year and draws many participants and spectators from across the Iron Range and further. It is a fabulous gathering to support patients, honor those we've lost to cancer and to celebrate survivors! We are kindly requesting the support of HPU and the commission for this year's event. Funds raised go directly to cancer patients. We also invite you to form a team and register! Learn more at angelfundrange.org/rock-for-an-angel-2025.

AMOUNT OF REQUEST: Gold Sponsorship \$500

REASON FOR REQUEST: (Please describe the ways in which the request meets the statutory purpose, describe under PURPOSE above):

As a sponsor of the event, HPU will show customers and those from out of the area that the organization cares about the health (physical & financial) and wellbeing of Hibbing residents. Due to its popularity, we also anticipate an economic infusion for Hibbing businesses outside of the curling club. Tourism and recreation are also applicable to this event. There is a social benefit as well, as we provide a mid-winter activity where we can gather, converse and support our neighbors, loved ones and others through giving. Thank you for considering!



HPUC DISPOSITION: (Not to be filled out by applicant)

Commission Secretary

Date

p/forms/admin/Request for Contribution.doc

P.O. Box 114
Hibbing, MN 55746

TEL: (218) 262-9929
EMAIL: info@angelfundrange.org
WEB: www.angelfundrange.org
FB: www.facebook.com/angelfundrange



December 13, 2024

Angel Fund is once again gearing up for its annual **Rock for An Angel** fun spiel to be held at the Hibbing Curling Club on Saturday, Feb. 8, 2025, and we'd love YOU to be a part of it!

Angel Fund offers financial assistance to Northeastern Minnesota residents facing cancer. Funds raised at this event go directly to patients and provide a bit of hope for our loved ones, neighbors, friends and community members in the battle.

We appreciate all contributions to Angel Fund and ask you to please consider sponsoring our Rock for an Angel event: \$1,000+ Platinum Sponsor, \$500 Gold Sponsor, \$250 Silver Sponsor, or \$150 Bronze Sponsor.

Another way to make this event a success is by contributing a raffle item or making a cash donation – or participating on a team! **No matter how you contribute, your support is appreciated by those who benefit the most – those who battle cancer.**

This year we have experienced an unprecedented – and unexpected -- surge in requests. We've "gifted" 538 requests (\$215,400) through Dec. 1. Our main gifts are in the form of gas cards for transportation and gift cards for necessities.

To contribute, please mail your sponsorship to Angel Fund, P.O. Box 114, Hibbing, MN 55746, contact a committee member, or online at www.angelfundrange.org/donate (indicate Rock for an Angel). We kindly request your response by **Feb. 2**.

For questions or to learn more about Angel Fund, log on to www.angelfundrange.org or call Kelly at 218-969-6768. Thank you for all you do to support our community!

We look forward to having you join us for Rock for an Angel Funspiel as a sponsor, contributor or attendee.

Warmest regards,

Rock for an Angel Committee:
Co-Chairs Kari Kilen & Carolyn Pohjonen, Treasurer Jill Zimmer and Committee Members: Ann Godfrey, Kelly Grinsteiner, Alice Prtine, Tony Wilson, Marcia Grahek, Robin Cicmil, Tina Holgate, Sharon Polcher, Kellie Bungarden & Ann Marie Lubovich

Committed to helping individuals facing cancer treatment

ANGEL FUND'S

ROCKIN' THE RODEO

13TH ANNUAL ROCK FOR AN ANGEL FUNSPIEL

Come throw a rock or cheer on the teams as we work together to help raise money for area residents facing cancer!

SATURDAY FEBRUARY 8 HIBBING CURLING CLUB

Curling begins at 8:00am | SPACE IS LIMITED

Early registration: \$260/team by January 23rd
\$300/team after January 23rd

Each team is guaranteed 3 four-ended games

Curling equipment is available

Sign-up online at:
<https://angelfundrange.org/rock-for-an-angel-2025/> or use the QR code

- EYE OPENERS
- LUNCH & DINNER
- RAFFLES & MORE
- BEST DRESSED PRIZES
- SPECTATORS WELCOME





Item 6.A

Item 6.A – Approve December Interim Financials

January 21, 2025

Jeff Hart
Commission Chair
1902 E. 6th Avenue
Hibbing, MN 55746

RE: Item 6.A – Approve December 2024 Interim Financials

Dear Commissioners;

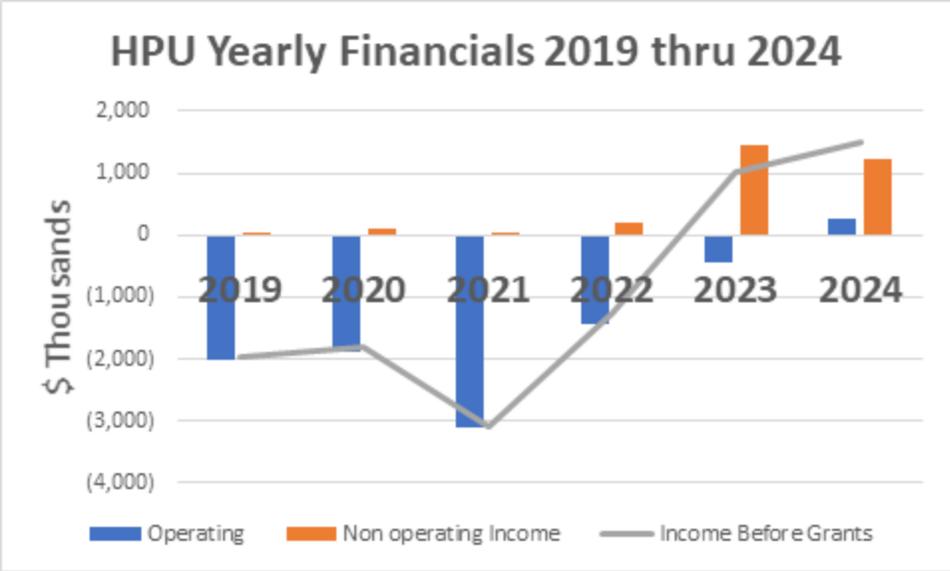
Please find attached financials for December 2024.

For the 12 months ended December 31st, operating income totals \$272K which compares with operating loss of \$411 for the same period last year. The positive income in 2024 is reflective of consistent revenues and management of expenses. The total change in net position, which includes both operating and non- operating income and grants, stands at \$2.3 million compared to \$1.6 million at this point this last year.

In comparison to budget, operating income for the 12 months ended December 31st reflects an increase of \$692 K compared to budget, which is driven largely by expense reductions outpacing revenue reductions, due to a warmer than expected winter last year.

Despite lower than budgeted revenue in 2024 due to warmer winter, expenses have remained consistent with budget and cashflow has remained consistent with expectations as we round out the balance of 2024.

So far, 2024 has been a very successful financial year for the utility.



Sincerely;

Luke J. Peterson

Public Utilities Commission

Financial Statements and
Supplementary Information

December 31, 2024 and 2023

Public Utilities Commission

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December 31, 2024 and 2023

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Accountants' Compilation Report

To the Commissioners of
Hibbing Public Utilities Commission

Management is responsible for the accompanying financial statements of the Hibbing Public Utilities Commission, which comprise the statements of net position as of December 31, 2024 and 2023 and the related statements of revenues, expenses and changes in net position for the years then ended, in accordance with accounting principles generally accepted in the United States of America. We have performed compilation engagements in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. We do not express an opinion, a conclusion, nor provide any assurance on these financial statements.

Management has elected to omit substantially all the disclosures required by accounting principles generally accepted in the United States of America. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the Company's financial position, results of operations and cash flows. Accordingly, the financial statements are not designed for those who are not informed about such matters.

A statement of cash flows for the years ended December 31, 2024 and 2023 has not been presented. Account principals generally accepted in the United States of America require that such a statement of cash flows be presented when financial statements purport to present financial position and results of operation.

Accounting principles generally accepted in the United States of America require the following:

- That the component unit, the Laurentian Energy Authority, be blended into the Hibbing Public Utilities Commission's financial statements.
- That the effects of Governmental Accounting Standards Board (GASB) No. 68, *Accounting and Financial Reporting for Pensions* and GASB No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*, be considered and included in the financial statements. Management has not adjusted the balances for December 31, 2024 because actuarial information is not yet available.
- The implementation of GASB No. 101, *Compensated Absences*, effective December 31, 2024

The items above have not been completed in accordance with generally accepted accounting principles. The effects of these departures from accounting principles generally accepted in the United States of America on financial position, results of operations and cash flows have not been determined.

Management has elected to omit the management's discussion and analysis, pension-related schedules and other postemployment benefit-related schedules that accounting principles generally accepted in the United States of America require to be presented to supplement the financial statements. Such missing information, although not a part of the financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting and for placing the financial statements in an appropriate operational, economic or historical context.

The accompanying Schedules of Departmental Revenues and Expenses and Budget to Actual Comparison are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management. The supplementary information was subject to our compilation engagement. We have not audited or reviewed the supplementary information and do not express an opinion, a conclusion, nor provide any assurance on such information.

We are not independent with respect to Hibbing Public Utilities Commission.

Madison, Wisconsin

Date of Report

Public Utilities Commission

Statements of Net Position

December 31, 2024 and 2023

	<u>2024</u>	<u>2023</u>
Assets and Deferred Outflows of Resources		
Current Assets		
Cash	\$ 4,281,270	\$ 2,916,160
Investments	26,119,909	34,716,235
Restricted assets:		
Cash held for fuel assistance recipients	81,555	55,566
Cash held for customer deposits	461,999	457,832
Accounts receivable, net of allowance for doubtful accounts of \$240,007 and \$54,000, respectively	2,306,393	2,644,817
Unbilled revenues	2,312,649	2,312,649
Other receivable	135,367	-
Current maturities notes receivable, steam conversion program	44,000	44,000
Current portion of lease receivable	72,827	62,756
Inventories	1,304,969	1,215,047
Prepaid expense	869,200	705,198
	<u>37,990,138</u>	<u>45,130,260</u>
Total current assets		
Noncurrent Assets		
Restricted assets:		
Bond reserve account	945,331	1,114,431
Notes receivable, Steam conversion program	170,059	225,238
Lease receivable	512,105	531,568
Investment in joint venture	814,248	909,029
Regulatory assets	4,043,042	4,031,506
Capital assets:		
Plant in service	162,395,737	160,455,110
Accumulated depreciation/amortization	(96,461,098)	(93,118,712)
Construction work in progress	20,488,013	1,380,975
	<u>92,907,437</u>	<u>75,529,145</u>
Total noncurrent assets		
	<u>92,907,437</u>	<u>75,529,145</u>
Total assets	<u>130,897,575</u>	<u>120,659,405</u>
Deferred Outflows of Resources		
Related to net pension liability	1,096,135	1,096,135
Related to postemployment benefits liability	1,527,956	1,527,956
Related to the purchase of LEA	170,246	213,590
	<u>2,794,337</u>	<u>2,837,681</u>
Total deferred outflows of resources		
	<u>2,794,337</u>	<u>2,837,681</u>
Total assets and deferred outflows of resources	<u>\$ 133,691,912</u>	<u>\$ 123,497,086</u>

Public Utilities Commission

Statements of Net Position

December 31, 2024 and 2023

	<u>2024</u>	<u>2023</u>
Liabilities, Deferred Inflows of Resources and Net Position		
Current Liabilities		
Accounts payable	\$ 4,235,610	\$ 2,417,917
Accrued expenses	88,675	246,305
Due to City of Hibbing	586,261	557,707
Compensated absences payable	347,949	307,985
Current portion of lease liability	181,419	199,867
Current portion of long-term debt, bonds and notes payable	596,939	145,000
Current liabilities payable from restricted assets:		
Third-party advances for fuel assistance	81,555	55,566
Customer deposits payable	461,999	457,832
	<u>6,580,407</u>	<u>4,388,179</u>
Total current liabilities		
Noncurrent Liabilities		
Compensated absences payable	963,816	880,521
Total post employment liability	16,128,037	16,128,037
Net pension liability	3,478,154	3,478,154
Long-term debt, bonds and notes payable	5,911,437	155,000
Unamortized discount	(1,282)	(2,674)
Lease liability	262,083	447,592
	<u>26,742,245</u>	<u>21,086,630</u>
Total noncurrent liabilities		
	<u>33,322,652</u>	<u>25,474,809</u>
Total liabilities		
Deferred Inflows of Resources		
Related to net pension liability	1,263,352	1,263,352
Related to postemployment benefits liability	4,207,334	4,207,334
Related to leases	584,932	594,324
	<u>6,055,618</u>	<u>6,065,010</u>
Total deferred inflows of resources		
Net Position		
Net investments in capital assets	80,255,403	68,725,035
Restricted for debt service	161,984	161,984
Unrestricted	13,896,255	23,070,248
	<u>94,313,642</u>	<u>91,957,267</u>
Total net position		
	<u>\$ 133,691,912</u>	<u>\$ 123,497,086</u>
Total liabilities, deferred inflows of resources and net position		

Public Utilities Commission

Statements of Revenues, Expenses and Changes in Net Position
Years Ended December 31, 2024 and 2023

	<u>2024</u>	<u>2023</u>
Operating Revenue		
Charges for services	\$ 29,993,753	\$ 30,323,571
Other	611,130	542,764
Total operating revenues	<u>30,604,883</u>	<u>30,866,335</u>
Operating Expenses		
Operation and maintenance	26,265,954	26,774,910
Depreciation and amortization	4,066,066	4,503,029
Total operating expenses	<u>30,332,020</u>	<u>31,277,939</u>
Operating income (loss)	<u>272,863</u>	<u>(411,604)</u>
Nonoperating Revenues (Expenses)		
Investment income	1,352,466	2,039,017
Miscellaneous nonoperating income (expense)	19,136	(80,411)
Equity in net income of joint venture	(94,781)	(621,770)
Interest expense	(60,676)	(47,013)
Total nonoperating revenues (expenses)	<u>1,216,145</u>	<u>1,289,823</u>
Income before contributions	1,489,008	878,219
Capital Contributions	<u>867,367</u>	<u>640,245</u>
Change in net position	2,356,375	1,518,464
Net Position, Beginning	<u>91,957,267</u>	<u>90,438,803</u>
Net Position, Ending	<u><u>\$ 94,313,642</u></u>	<u><u>\$ 91,957,267</u></u>

OTHER INFORMATION

Public Utilities Commission

Schedules of Departmental Revenues and Expenses
Years Ended December 31, 2024 and 2023

	Year Ended December 31, 2024				
	Electric	Steam	Gas	Water	Total
Operating Revenue					
Charges for services	\$ 17,173,131	\$ 2,271,651	\$ 7,680,506	\$ 2,868,465	\$ 29,993,753
Other operating revenues	326,872	98,087	80,623	105,548	611,130
Others					
Total operating revenues	17,500,003	2,369,738	7,761,129	2,974,013	30,604,883
Operating Expenses					
Operation and maintenance	16,785,704	2,514,516	5,059,368	1,906,366	26,265,954
Depreciation and amortization	2,466,071	613,768	203,622	782,605	4,066,066
Total operating expenses	19,251,775	3,128,284	5,262,990	2,688,971	30,332,020
Operating (loss) income	\$ (1,751,772)	\$ (758,546)	\$ 2,498,139	\$ 285,042	\$ 272,863
	Year Ended December 31, 2023				
	Electric	Steam	Gas	Water	Total
Operating Revenue					
Charges for services	\$ 16,491,368	\$ 2,413,350	\$ 8,527,838	\$ 2,891,015	\$ 30,323,571
Other operating revenues	307,047	85,907	89,722	60,088	542,764
Total operating revenues	16,798,415	2,499,257	8,617,560	2,951,103	30,866,335
Operating Expenses					
Operation and maintenance	15,326,259	3,949,754	5,508,515	1,990,382	26,774,910
Depreciation	2,640,215	874,669	370,515	617,630	4,503,029
Total operating expenses	17,966,474	4,824,423	5,879,030	2,608,012	31,277,939
Operating (loss) income	\$ (1,168,059)	\$ (2,325,166)	\$ 2,738,530	\$ 343,091	\$ (411,604)

Public Utilities Commission

Budget to Actual Comparison
Year Ended December 31, 2024

	<u>Actual</u>	<u>Budget</u>	<u>Difference</u>
Operating Revenue			
Electric revenue	\$ 17,500,003	\$ 16,994,154	\$ 505,849
Steam revenue	2,369,738	2,444,289	(74,551)
Gas revenue	7,761,129	8,546,035	(784,906)
Water revenue	2,974,013	2,901,039	72,974
	<u>30,604,883</u>	<u>30,885,517</u>	<u>(280,634)</u>
Operating Expenses			
Electric:			
Operation and maintenance	16,785,704	16,418,736	366,968
Depreciation	2,466,071	1,551,954	914,117
	<u>19,251,775</u>	<u>17,970,690</u>	<u>1,281,085</u>
Steam:			
Operation and maintenance	2,514,516	4,865,230	(2,350,714)
Depreciation	613,768	523,050	90,718
	<u>3,128,284</u>	<u>5,388,280</u>	<u>(2,259,996)</u>
Gas:			
Operation and maintenance	5,059,368	5,201,969	(142,601)
Depreciation	203,622	175,689	27,933
	<u>5,262,990</u>	<u>5,377,658</u>	<u>(114,668)</u>
Water:			
Operation and maintenance	1,906,366	1,911,830	(5,464)
Depreciation	782,605	655,716	126,889
	<u>2,688,971</u>	<u>2,567,546</u>	<u>121,425</u>
	<u>30,332,020</u>	<u>31,304,174</u>	<u>(972,154)</u>
Operating Income (Loss)			
Electric	(1,751,772)	(976,536)	(775,236)
Steam	(758,546)	(2,943,991)	2,185,445
Gas	2,498,139	3,168,377	(670,238)
Water	285,042	333,493	(48,451)
	<u>\$ 272,863</u>	<u>\$ (418,657)</u>	<u>\$ 691,520</u>



Item 6.B

Item 6.B – Review Ansley & 1st Ave. Substation Projects Quotes

January 21st, 2025

Jeff Hart
Commission Chair
1902 E. 6th Avenue
Hibbing, MN 55746

RE: Item 6.B – Review Ansley & 1st Ave. Substation Projects Quotes

Dear Commissioners;

Please find attached for your reviewal and consideration quotes for excavation and cable work to be performed at the Ansley & 1st Ave. Substation Project sites.

The purpose of this proposed work is to get the best long-term value for the substation locations. Both items are necessary for exit work/tie-ins from the new substations to existing feeders. By cleaning up the older distribution now, there should not be a need to revisit in the near future.

With this work HPU staff seeks to provide system improvements that meet and, in some cases, exceed current capacity and code compliance in preparation for future capacity needs as electrical usage grows.

Sincerely;



Luke J. Peterson

Samantha Adams

Subject: RE: Ansley and 1st Ave sub

From: Joe Peterson <jpeter@ireacs.com>
Sent: Friday, December 20, 2024 9:14 AM
To: Samantha Adams <samantha.adams@hpuc.com>
Subject: Fw: Ansley and 1st Ave sub

Caution: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Sam

Here is Lake State's estimate for the conduit and cable for the feeder exits. This will account for the cable in the fenced subs out to the tie in to the feeders. Especially considering the winter work, their price and proposed timeframes are reasonable. Generally speaking, a line crew is \$40k-\$50k/week for labor and equipment. This conduit/cable work takes more expensive boring/pulling equipment and 3-5 weeks, so it is very much in line.

They note cleanup in spring, but that is largely allowing dirt to thaw and smoothing out (a challenge offered by the cold weather). They will get it to the best state the can while working it this winter.

Please let me know if you have any questions and if/when it is approved to proceed.

Thank you.
Joe

From: Scott Larson <slarson@lakestatesconstruction.com>
Sent: Friday, December 20, 2024 9:05 AM
To: Joe Peterson <jpeter@ireacs.com>
Cc: Nate Mason <nmason@lakestatesconstruction.com>; Patrick Galligan <pgalligan@lakestatesconstruction.com>
Subject: FW: Ansley and 1st Ave sub

Joe, Thanks for taking the time to visit this morning to discuss the project with Nate and I.

Ansley:

Boring, trenching and installing conduit and pipe. \$24,400.00

Material 6 inch pipe plus delivery \$5,133.02

Total \$29,533.02

Price for Remaining work to complete Cable pulling at Ansley site.

Not to exceed \$45,000.00 which includes all material and labor.

Due to the frozen ground cleanup will be completed in the spring as soon as weather permits in 2025

1st AVE:

Includes all Material and Labor to install conduit by backhoe, boring, trenching and pulling in Cable

HPU supplies the cable

Not to exceed \$150,000

Due to frozen ground cleanup will be completed in the spring as soon as weather permits in 2025.

Work can begin January 6th 2025 weather permitting we should complete by the first week of February.

Item.6.B.i – Approve Lake States Construction, LLC to perform feeder exit excavation and cable work at Frist Ave. project site not to exceed \$150,000

January 21, 2025

Jeff Hart
Commission Chair
1902 E. 6th Avenue
Hibbing, MN 55746

RE: Item 6.B.i – Approve Lake States Construction, LLC to perform feeder exit excavation and cable work for the First Ave. project site not to exceed \$150,000.

Dear Commissioners;

The contractor's scope will include equipment and labor for cable work, excavation, and site restoration in the fenced substation area to the feeder ties on First Ave.

Methods of excavation will include boring and trenching. Site restoration will be during spring once the frozen ground thaws and settles.

This quote is higher than the Ansley location pertaining to the methods of construction required. Due to the need to bore under paved areas, triggers the requirement for piping.

Requests to estimate/quote were sent to other contractors with no response.

Sincerely;



Luke J. Peterson

Item. 6.B.ii – Approve Lake States Construction, LLC to perform feeder exit excavation and cable work at Ansley Substation project site in the Amount of \$74,533.02.

January 21, 2025

Jeff Hart
Commission Chair
1902 E. 6th Avenue
Hibbing, MN 55746

RE: Item 6.B.ii. – Approve Lake States Construction, LLC to perform feeder exit excavation and cable work at Ansley Substation project site in the Amount of \$74,533.02.

Dear Commissioners;

The contractor's scope will include labor and material for cable work, excavation, and site restoration in the fenced substation area to the feeder ties on Ansley Road. This work came in at a lower cost generally due to the abundance of green space to work and then reclaim at the project site.

- Material: 6" pipe \$5,133.02
- Boring, Trenching, Installing Conduit/Pipe: \$24,440.00
- Cable Pulling and Restoration: not to exceed \$45,000.00

Requests to estimate/quote were sent to other contractors with no response.

Sincerely;



Luke J. Peterson



Item 6.C

Item 6.C – Approve Hiring of Gardner Builders Duluth, LLC for the Admin Building Window Replacement Project in the amount of \$179,877

January 21st, 2025

Jeff Hart
 Commission Chair
 1902 E. 6th Avenue
 Hibbing, MN 55746

RE: Item 6.C – Approve Hiring of Gardner Builders Duluth, LLC for the Admin Building window Replacement Project in the amount of \$179,877

Dear Commissioners;

For your consideration, please approve hiring Gardner Builders Duluth, LLC for the Window Replacement Project at the Admin Building. They were the lowest bidder and staff would like to recommend approving the Bid for \$179,877.00 for the Cascade Windows.

There were four qualified bids (with an alternate) received for the project.

The public bids advertised included a fiberglass window (Cascade) and alternate aluminum window (H Window). Both options are good quality and highly rated for energy efficiency. Either are expected to perform well in Minnesota elements for 20+ years and aesthetically similar. The biggest difference between the two, other than cost, is that the Cascade fiberglass windows would be sourced from Canada and are a newer product however the H Windows are made regionally in Wisconsin.

Below is a summary of the Bids received.

	Gardner Builders Duluth, LLC Unit Price	Max Gray Construction Inc Unit Price	LENCI ENTERPRISES, INC. Unit Price	Versacon, Inc. Unit Price
Cascade Fiberglass Base Bid	\$179,877.00	\$188,700.00	\$194,000.00	\$407,900.00
H Window Aluminum Alternate Add on	\$11,334.00	\$3,200.00	\$190,800.00	\$5,300.00
Alternate Total	\$191,211.00	\$191,900.00	\$198,000.00	\$413,200.00

Sincerely;

Luke J. Peterson

Luke J. Peterson



Item 7.A

Item 7.A – Approve Recommendation to Hire Charlie Karish for
Lineman Apprentice Vacancy

January 21st, 2025

Jeff Hart
Commission Chair
1902 E. 6th Avenue
Hibbing, MN 55746

RE: Item 7.A – Approve Recommendation to Hire Charlie Karish for Lineman
Apprentice Vacancy

Dear Commissioners;

HPU Linecrew staff and director interviewed 4 external candidates for the lineman apprentice vacancy. For your consideration, I would like to recommend hiring Charlie Karish for the lineman apprentice posting contingent on pre employment screenings and background check. Charlie has been with HPU now on and off for the last two years while he completed line school. Last summer he was an intern and filled the role as a groundsman as he had not yet become a qualified electrical worker. Charlie then in 2024 then hired at HPU for a 1000-hour apprenticeship after he completed lineschool. He has been a valuable addition to the crew and although others that interviewed for the position had similar education and experience he was the unanimous recommendation due to his direct experience learning about and working on HPU’s electrical distribution system.

This is the second time that HPU has collaborated with Northwest line school to create an intern position and recommended full-time status after the internship. HPU also received grant funding from APPA to support their efforts to assist in training lineman apprentices when they are new to industry.

Sincerely;



Luke J. Peterson



Item 7.B



Item 7.B – Authorize LOU with AFSCME, AFL-CIO, Local 94
Regarding Implementing Combined Electrical and
Instrumentation Department

January 21st, 2025

Jeff Hart
Commission Chair
1902 E. 6th Avenue
Hibbing, MN 55746

RE: Item 7.B – Authorize LOU with AFSCME, AFL-CIO, Local 94 Regarding
Implementing Combined Electrical and Instrumentation Department

Dear Commissioners;

As per Commission action at the December 17th, 2024 Commission Meeting, HPU has determined to combine the Electrical & Instrumentation Work Crews. Out of a desire to provide effected union members with a smooth transition to new positions, the Commission requested the drafting of a Letter of Understanding to outline this process. The AFSCME Local 94 is proposing the two attached LOU's for your consideration to outline the transition process and maintain the high regard for safety held by the Union and HPU.

LOU 2025-01 provides an outline for the two-year transition period regarding Standby work. The primary function of this transition period is to maintain workplace safety by protecting employees from having to preform work outside of their competency or experience. Throughout the two-year transition period, HPU will be required to maintain two people on standby; one each for Low Voltage Instrumentation work and High Voltage Plant Electrician work.

LOU 2025-02 provides compensation slotting for the newly created positions of "Electrical Maintenance and Instrumentation Crew Leader" and "Electrical Technician".

Thank you for your consideration in these matters and please reach out to me with any questions over the weekend.

Sincerely;

Richard Kampsula
Union President



LOU 2025-01

WHEREAS: Hibbing Public Utilities has made the determination to combine two established departments and crews: Instrumentation and Plant Electrical;

WHEREAS: Acting on this matter and commencing the process is of interest to the Employer; and

WHEREAS: The Employer and the Union both hold safety and training in the highest possible regard and expect all aspects of this transition to be implemented with safety in mind; and

WHEREAS: Both Parties recognize that cross-training, obtaining appropriate licensure and establishment of a curriculum and apprenticeship program is a matter requiring thought and precision;

NOW THEREFORE: The Employer and the Union both agree that outlining the terms and conditions of a hybrid Standby Structure under the newly established department is necessary, on a temporary basis, in order to ensure that all of the needs listed above are met.

BE IT RESOLVED: The following conditions related to Standby shall be understood and adhered to for a period of two (2) year, and shall be extended or terminated by mutual agreement of both parties;

1. During the transition period, the Utility shall maintain two (2) people on standby: One (1) Low Voltage Instrumentation and One (1) Plant Electrician High Voltage.
2. Both employees on standby shall be called out for the purpose of obtaining competencies during after-hours call outs.
3. If an employee **has obtained competency** and cross trained on a task, **and is agreed upon** by the Superintendent, Crew Leaders, **and the employee** the provisions of dual call-out identified in item #2 shall be waived for those occurrences.

FINALLY, This Letter of Understanding represents the full and complete agreement between the parties regarding the matter of standby for the new Department. The provisions of this LOU do not modify the parties Collective Bargaining Agreement or any current practice not delineated, but instead are in addition to the existing provisions and practices. All other provisions of the bargaining agreement continue to apply.

Dated this ___ day of _____, _____

Dated this ___ day of _____, _____

HPUC

American Federation of State, County and Municipal Employees, AFL-CIO, Minnesota Council 65, Local No. 94

By: _____
Luke Peterson, General Manager

By: _____
Leann Stoll, Council Labor Representative

By: _____
Commissioner Hart, Chair

By: _____
Rich Kampsula, Local 94 President



LOU 2025-02

This Letter of Understanding is entered into between Hibbing Public Utilities (hereafter “Employer”) and AFSCME, AFL-CIO, Local 94 (hereafter “Union”) representing the employees of Hibbing Public Utilities

WHEREAS: The employer has determined there is need to create two new positions within the bargaining unit entitled “Electrical Maintenance and Instrumentation Crew Leader” and “Electrical Technician”; and

WHEREAS: The Union and the Employer agree that the duties of these positions are different from those assigned to other positions covered by the CBA; and

NOW THEREFORE: The Employer and the Union agree it is necessary to outline the terms and conditions of the new positions.

BE IT RESOLVED: Both the Union and Employer agree that this position shall be compensated as follows:

- Electrical Maintenance and Instrumentation Crew Leader Job Class 15, (\$47.65 for 2025)
- Electrical Technician Job Class 14, (\$40.47 for 2025)

BE IT FURTHER RESOLVED: The terms and conditions agreed to in this Letter of Understanding shall be incorporated into the Collective Bargaining Agreement when the contract is reopened for regular negotiations.

FINALLY, This Letter of Understanding represents the full and complete agreement between the parties regarding this matter. The provisions of this LOU do not modify the parties Collective Bargaining Agreement but instead are in addition to the existing provisions.

Dated this ___ day of _____, _____

Dated this ___ day of _____, _____

HPUC

American Federation of State, County and Municipal Employees, AFL-CIO, Minnesota Council 65, Local No. 94

By: _____
Luke Peterson, General Manager

By: _____
Leann Stoll, Council Labor Representative

By: _____
Commissioner Hart, Chair

By: _____
Rich Kampsula, Local 94 President



Item 7.C

Item 7.C – Approve Updates to Following Steam Customer Policies

January 21st, 2025

Jeff Hart
Commission Chair
1902 E. 6th Avenue
Hibbing, MN 55746

RE: Item 7.C – Approve Updates to Steam Customer Policies

Dear Commissioners;

For your consideration, Hibbing Public Utilities has taken the time to review two of the internal policies in relation to customer steam services. Crews have reviewed these policies and have recommended specific changes. One policy references materials required for a steam service while the other policy discusses procedures for installation of steam services.

Please see red-lined polices for review.

Thank you for your consideration.

Sincerely;



Luke J. Peterson

Hibbing Public Utilities
Policy Number: CUST056steaminstalls
Date: ~~May 1, 2004~~ January 21, 2025

Subject: STEAM SERVICE INSTALLATIONS

The HPUC will install a new steam service connection for a customer complete with valves in the manholes, meters, and dirt strainers. Customers are responsible for the costs of installation ~~and maintenance of their steam service lines and the costs of installation of a steam manhole to contain the shut-off valves if there is no existing manhole. Installation charges must be paid by the customer prior to service installation.~~ of the service line to their home.

Steam and Condensate Installations

1. A customer's steam and condensate system that will be connected to the HPUC's distribution main, will be constructed in accordance with accepted steam fitting and piping guidelines, HPUC procedures and regulations, ~~and the rules of any applicable government agency and certified by HPU's internal Engineering Department.~~
2. ~~The customer is responsible for the installation of a steam manhole to contain the steam and condensate shut-off valves, in the even there is none in existence.~~ When a manhole exists for service valve installations, the customer's steam and condensate shut-off valves will be placed inside. it will be used.
3. The customer's heating system, except the main header, will be constructed so there is a gradual rise, without sage, in every run of pipe serving the installed radiation.
4. The main header will slope down to the end where the header trap is installed.
5. All return piping will be of a size that runs from radiators one standard size larger than the trap outlet, and increase in size in direct ratio, as radiation is added, until the delivery of condensate to the HPUC's meter. All return piping will have a definite pitch, without sags from traps, towards the meter.
6. All the piping will pitch so that the system will drain properly, without dependence on any vacuum the HPUC chooses to carry on its own lines.
7. No customer's heating system will be served with steam unless the HPUC is satisfied that the proper provisions have been made for the use of traps and valves.
8. The customer is responsible for the installation of a bleeder trap to properly bleed any possible condensate in the steam line. The bleeder trap is to be installed at the steam service entrance to the building and close to the inside wall. The bleeder trap will be of dimensions approved by the HPUC, ~~and consist of a standard valve and a Warren-Webster thermostatic float trap, or its equivalent.~~ It must not be a water seal. The valve will be located on the steam side of the trap. The trap will empty directly into

the return line through a union connection located so that it can readily be opened to detect blowing of steam through the trap.

Adopted by Commission Action

Pg. 2 – CUSTO56steaminstalls

Meter and Dirt Strainer Installations

The HPUC owns the steam meter and dirt strainers. ~~The customer is responsible for installation of the meter and dirt strainer, through which all condensate from the steam system passes.~~ The meter, dirt strainer, and associated plumbing are to be installed on a suitable stand provided by the customer. The outlet of the meter will be placed so that there is a 6-inch straight drop to the return line.

The meter must be readily accessible for meter readings and must not be hidden or concealed to prevent access to it by the Meter Readers. Meters are sealed by the HPUC and the seals must not be tampered with or broken without the consent of the HPUC except in an emergency. Customers must notify the HPUC immediately if a seal has been broken. Customers may be billed for any abnormal damage to their meter.

Adopted by Commission Action

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Subject: STEAM SERVICE MATERIALS

Steam Service Mains and Condensate Return Piping

1. All steam service mains ~~and condensate return piping~~ will be black standard weight, schedule 80, seamless or electric resistance welded pipe, conforming to ASTM E 53, Grade B, Type B or S, or ASTM E 106, Grade B. Condensate piping must be a minimum of schedule 40 but may also be constructed of rigid copper or silver soldered copper joints.
2. Pipe ends will be beveled for welded connections.
3. All joints will be butt welded on both the steam service main and the condensate main or silver soldered.
4. Where the piping enters necessary fittings, socket weld fittings are recommended.

Line Valves

1. Valves used on the steam lines will be Gate Valves 125#-~~150#~~ WOG pressure rating, with an outside screw, rising stem, and bolted flange yoke bonnet with solid wedge seal.
2. End connections will be ASA #150 flanges.
3. End connection valves will be Powell 1793 or the approval equal.
4. Main tap valves will be installed in the manhole by the HPUC at the current rate charge.
5. Shut-off valves inside of the building will be provided and installed by the customer and/or contractor.

Standard Steam Service Mains

Standard steam service mains will be 2"-2 1/2"-inch carrier pipes for residential service. Other services will be sized by the HPUC on an individual basis as required.

Standard Condensate Return Mains

Standard condensate return mains will be 1 1/4-inch carrier pipes for residential service. Other services will be sized by the HPUC on an individual basis as required.

Adopted by Commission Action