



Commission Regular Session

MARCH 20TH, 2025

Commission Meeting Agenda

March 20th, 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: February 25th Commission Meetings

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

5. CONSENT AGENDA

- A. Approve invoices >\$10,000 & approve the bills & ACH transfers dated February 20th – March 12th, 2025
- B. Approve the payroll paid & overtime report for the March 6th pay date
- C. Approve contribution in the amount of \$500 to the Victory 5K

6. FINANCIALS & RISK MANAGEMENT

- A. Acknowledge Letter on 2025 Interim Financials
- B. Approve Merjent, Inc. in the amount not to exceed \$99K for Environmental and Route Permit Consulting Services
- C. Authorize Purchase of Linde Model H25T-1205 Forklift in the amount of \$70,600
- D. Authorize Public Bid 25-05 for Dig Restorals
- E. Authorize Public Bids 25-06, 25-07, and 25-08 for 2025 Distribution Water Projects
- F. Authorize Public Bid 25-09 for 23rd Street Gas Main Extension
- G. Accept Bid Results of joint City of Hibbing and HPU project for 2025 Capital Watermain Improvement – 23rd Street Project and authorize associated Cooperative Project Agreement with the City of Hibbing.

7. POLICY & GOVERNANCE

- A. I&E Combination Update
- B. Approve hiring of Jasmine Daugherty for Accounting Coordinator

8. NEW BUSINESS

9. ADJOURNMENT



Item 3 – Approval of Minutes

Item 3 – Approval of Minutes : February 25th , 2025

March 20th, 2025

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

RE: Item 3 – Approval of Minutes: February 25th , 2025

Dear Commissioners;

Please find attached for your approval draft minutes from the Commission Meeting on February 25th, 2025.

Sincerely;



Luke J. Peterson



Item 5.A – Approve Invoices > \$10,000 &
approve the bills & ACH transfers

Item 5.A – Approve Invoices > \$10,000 & approve the bills & ACH transfers

March 20th, 2025

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

RE: Item 5.A – Approve Invoices > \$10,000 & approve the bills & ACH transfers dated February 20th – March 12th, 2025

Dear Commissioners;

Per HPU's Authorization and approval Matrix approved at the April 26th, 2022 Commission Meeting, please find attached a register of invoices, bills, and payments since the last Regular Meeting held by the Commission on February 25th, 2025.

Sincerely;



Luke J. Peterson

Report Criteria:

Detail report type printed

[Report]. Invoice Amount = {>}10000

Check.Voided = No

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
2717	AMERICAN PUBLIC POW	198550	Membership Dues 2025	1	07/25/2024	10,249.26	10,249.26	61126	03/10/2025
Total AMERICAN PUBLIC POWER:						10,249.26	10,249.26		
114	B & R ENGINEERING SAL	27198	Progress Billing N0 4 4A ID	1	02/20/2025	47,205.50	47,205.50	61129	03/10/2025
Total B & R ENGINEERING SALES:						47,205.50	47,205.50		
25641	BOLTON & MENK, INC	0357042	2025 GIS Support SVC JA	1	02/27/2025	16,573.50	16,573.50	61132	03/10/2025
		0357415	WATER TREATMENT FAC	1	02/28/2025	25,709.40	25,709.40	61132	03/10/2025
Total BOLTON & MENK, INC:						42,282.90	42,282.90		
23612	CASE RMC	26869	Unit 3 TCS Hardware Upgr	1	02/28/2025	10,280.50	10,280.50	61135	03/10/2025
		26869	Unit 3 Overspeed Protectio	2	02/28/2025	11,550.00	11,550.00	61135	03/10/2025
Total CASE RMC:						21,830.50	21,830.50		
24656	CEMSOURCE	4457	1st Quarter 2025 CEM Mai	1	02/28/2025	11,700.00	11,700.00	61136	03/10/2025
		4457	Stack Sampling/RATAs	2	02/28/2025	16,000.00	16,000.00	61136	03/10/2025
Total CEMSOURCE:						27,700.00	27,700.00		
25863	ELECTRIC POWER ENGI	34622	2025 Q1 EPCM T1	1	02/28/2025	56,757.00	56,757.00	61145	03/10/2025
Total ELECTRIC POWER ENGINEERS LLC:						56,757.00	56,757.00		
25760	IRON RANGE ENGINEERI	90	Materials for substation pro	1	03/06/2025	34,015.68	34,015.68	61161	03/10/2025
Total IRON RANGE ENGINEERING AND CONSULTING:						34,015.68	34,015.68		
25127	KINECT ENERGY INC AC	390109	Natural Gas Invoice for Fe	1	03/04/2025	1,079,123.91	1,079,123.	31020251	03/10/2025
Total KINECT ENERGY INC ACH DO NOT MAIL:						1,079,123.91	1,079,123.		
20364	MINNESOTA POWER ACH	6285847522	Minnesota Power Meter Up	1	12/20/2024	47,991.72	47,991.72	61202	03/12/2025
Total MINNESOTA POWER ACH DO NOT MAIL:						47,991.72	47,991.72		
25272	MN PEIP	1490345	ACTIVE EMPLOYEE HEAL	1	03/04/2025	171,593.64	171,593.64	31020253	03/10/2025
Total MN PEIP:						171,593.64	171,593.64		
1042	NORTHERN INDUSTRIAL	19676	HI TEMP INSULATION 202	1	02/27/2025	26,228.94	26,228.94	61173	03/10/2025
Total NORTHERN INDUSTRIAL INSULATION:						26,228.94	26,228.94		
21451	OHMAN INDUSTRIES INC	1243	TG 3 Rotor Repair Proposa	1	01/28/2025	82,111.17	82,111.17	61176	03/10/2025
		1244	TG 3 Rotor Repair	1	01/28/2025	272,614.90	272,614.90	61176	03/10/2025
		1248	TG 3 Rotor Repair	1	02/24/2025	165,816.75	165,816.75	61176	03/10/2025

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total OHMAN INDUSTRIES INC:						520,542.82	520,542.82		
25612	RIHM KENWORTH	DE-12410	2025 Kenworth T480 Sourc	1	03/04/2025	143,429.00	143,429.00	61226	03/14/2025
Total RIHM KENWORTH:						143,429.00	143,429.00		
25697	SAVANNA PALLETS	INV159469	2025 Wood Supply	1	02/25/2025	19,973.25	19,973.25	61185	03/10/2025
		INV159709	2025 Wood Supply--Shippe	1	03/04/2025	45,877.53	45,877.53	61185	03/10/2025
Total SAVANNA PALLETS:						65,850.78	65,850.78		
4963	Wunderlich-Malec Services	26870	CO #1 Junction Box w/ 4 M	1	02/28/2025	14,700.00	14,700.00	61197	03/10/2025
Total Wunderlich-Malec Services Inc:						14,700.00	14,700.00		
Grand Totals:						2,309,501.65	2,309,501.		

Report Criteria:

Detail report type printed

[Report]. Invoice Amount = {>}10000

Check.Voided = No



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

March 20th, 2025

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

RE: Item 5.B – Approve payroll paid & overtime report for the March 6th, 2025 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 February 25th, 2025.

Sincerely;



Luke J. Peterson

Report Criteria:

Employee Transaction.Check Issue Date = 03/06/2025

Pay Code.Pay Code = 1-19, 25

Payroll Type	Amount
Total REGULAR WAGES:	180,560.48
Total REGULAR WAGES - FOREMAN:	1,756.80
Total REGULAR WAGES - LEAD:	376.24
Total OVERTIME WAGES:	15,747.98
Total OVERTIME WAGES - FOREMAN:	1,359.01
Total SUNDAY PREMIUM:	1,627.17
Total VACATION PAY:	12,149.53
Total SICK LEAVE - REGULAR:	10,127.15
Total UNEXCUSED SICK LEAVE:	.00
Total COMP FROM STADBY:	.00
Total COMP TIME EARNED:	.00
Total COMP TIME USED:	589.68
Total PERSONAL HOLIDAY:	1,526.08
Total HOLIDAY PAY:	6.00-
Total SHIFT DIFFERENTIAL .75/HR:	469.13
Total LONGEVITY:	3,303.38
Total STANDBY:	4,976.91
Total LEAVE PAYOUT (NO RETIREMENT):	9,230.78
Total CERTIFICATE/LICENSE:	804.23
Grand Totals:	244,598.55

Report Criteria:

Employee Transaction.Check Issue Date = 03/20/2025

Pay Code.Pay Code = 1-19, 25

Payroll Type	Amount
Total REGULAR WAGES:	179,651.95
Total REGULAR WAGES - FOREMAN:	2,117.68
Total REGULAR WAGES - LEAD:	705.52
Total OVERTIME WAGES:	10,571.96
Total OVERTIME WAGES - FOREMAN:	396.40
Total OVERTIME WAGES - LEAD:	171.54
Total SUNDAY PREMIUM:	1,627.17
Total VACATION PAY:	12,113.21
Total SICK LEAVE - REGULAR:	9,160.86
Total UNEXCUSED SICK LEAVE:	.00
Total COMP FROM STADBY:	.00
Total COMP TIME EARNED:	.00
Total PERSONAL HOLIDAY:	4,301.24
Total SHIFT DIFFERENTIAL .75/HR:	483.75
Total LONGEVITY:	3,303.38
Total STANDBY:	6,189.69
Total CERTIFICATE/LICENSE:	804.23
Grand Totals:	231,598.58



Item 6.A

Item 6.A – Acknowledge Letter on 2025 Interim Financials

March 20th, 2025

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

RE: Item 6.A – Acknowledge Letter on 2025 Interim Financials

Dear Commissioners;

As shared during our joint work session with the City Council on March 11th, the audit is proceeding well and we look forward to presenting on the audit at a meeting in April.

Due to completion for the 2024 Yearly Financial Audit, monthly financials for the February are delayed and will be presented with the month of March during the April Commission meeting final approval. We expect to receive the report for February over the next week and will share with you electronically as soon as we receive.

Sincerely;



Luke J. Peterson



Item 6.B

Item 6.B – Approve Merjent, Inc not to exceed \$99,455K

March 20th, 2025

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

RE: Item 6.B – Approve Merjent, Inc. not to exceed \$99,455K for Environmental and Permitting Consulting

Dear Commissioners;

HPU is engaged in engineering and siting of a southern interconnection to provide a redundant power feed to the city. This transmission line will require a route permit with the Minnesota Public Utilities Commission per Minn. Stat. §§ 216E.03, 216E.01 and § 216E.04 that requires extensive Environmental and Permitting review.

As part of the project, a permitting and environmental consultant has been advised to navigate the environmental and agency review aspects of this permit. Several consultants are qualified to perform this work; however, due the specialized skill set and track record of success at the MPUC, I am recommending Merjent, Inc. for a time and materials arrangement not to exceed \$99,455K over the approximate 18 month timeline.

This item was included in the project budget presented in October 2024.

Sincerely;



Luke J. Peterson



Item 6.C

Item 6.C – Approve Purchase of Linde Model H25T-1202 Forklift in the amount of \$70,600

March 20th, 2025

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

RE: Item 6.C – Approve Purchase of Linde Model H25T-1202 Forklift in the amount of \$70,600 from

Dear Commissioners;

HPU is in need of a Forklift for its warehouse. The current forklift is over 40 years old and is at the end of its useful life for the high capacity usage at the warehouse. Especially as the volume of deliveries has increased over the last few years, a safe and reliable forklift is required to ensure efficient unloading and handling of valuable equipment.

HPU received numerous quotes, and in the same class two quotes were brought forward for final consideration a Komatsu FG25T and Linde H25T. Staff is recommending the Linde due increased visibility/safety in the fore of the unit, lifetime cost of maintenance, 30% energy efficiency, and standard 4-year warranty versus 2 year.

This item was included in the fleet budget presented in October 2024.

Sincerely;



Luke J. Peterson

BENNETT MATERIAL HANDLING, INC.

155 Jackson Avenue North, Hopkins, MN 55343-8584

Ph: 952-933-5544 • e-mail: bbennett@bmhmn.com

To: **Hibbing Public Utilities**
1902 6th Avenue East
Hipping, MN 55746

Date: March 3, 2025
Ph: 218.262.7700
E-mail: chrisa@hpuc.com

Attn: **Chris Adams**

Quote # 098-25019

BENNETT MATERIAL HANDLING proposes to furnish the following equipment in accordance with the specifications, terms, and conditions as indicated:

One (1) New Linde Model H25T-1202 5000# Capacity, I.C. Pneumatic Tire Forklift

Standard Equipment

Hydrostatic drive, dual pedal control and Linde Load Control enable efficient load handling. Robust construction and maintenance-free components guarantee high truck availability. Slant mast profiles, narrow A-pillar, lowered front plate and see-through roof ensure outstanding visibility. The low center of gravity and intelligent assistance systems reduce the risk of tipping and loading accidents



TRIPLE MAST

Triple: 88.0" / 193.3" / 60.8"

TILT

5° Forward / 5° Back

FORK CARRIAGE

45.3" Wide 6-Roller Class 2 Side Shifting Fork Positioner

ATTACHMENT FORKS

1.75" Thick x 4" Wide x 48" Long – Standard Taper

LOAD BACK REST

43.5" Tall

HYDRAULICS

3rd & 4th Function Valve & Mast Reeving

DRIVE CONTROLS

Single Pedal with Armrest Directional Control

DRIVE TIRES

Solid Pneumatic 23 x 9 – 10

STEER TIRES

Solid Pneumatic 23 x 9 – 10

FULL FACTORY CAB (91.3" Tall)

Top Armored Glass, Front & Rear Glass, Metal Doors, Front/Top/Rear Wipers
Heater, Operator Fan, Dome Light, Right & Left Hand External Mirrors
Full Suspension Vinyl Seat, Top Sun Visor, Adjustable Steering Column

FRONT LIGHTS

Twin LED Spotlights Pos 3+4 – (on with switch)

REAR SPOT LIGHT

Single LED Spotlight Pos 8 – (on with switch)

REAR BLUE LIGHT

Single LED Blue Spotlight Pos 7 – (on with ignition)

ADDITIONAL ITEMS INCLUDED

Backup Alarm, Strobe Light, High Air Prefilter

WARRANTY

Extended Drive Train Warranty - 48-Month/8,000 Hours

Selling Price \$ **70,600.00**

Terms: Net 10 Days • Prices Do Not Include Taxes • Conditions Subject to Credit Approval
Quotations Valid for 30 Days

Accepted by: _____

Respectfully submitted by: Rod Hauer

Rod Hauer

Title: _____

F.O.B.: Delivered – Factory Freight Included

Date: _____

Approx. delivery: 28 – 30 weeks

March 20th, 2025

Hibbing Public Utilities Commission

Page 35 of 69

Thank you for considering Bennett Material Handling, Inc.!

Approved by: _____



Item 6.D

Item 6.D –Authorize Public Bid 25-05 for Dig Restorals

March 20th, 2025

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

RE: Item 6.D –Authorize Public Bid 25-05 for Dig Restorals

Dear Commissioners;

Annual Dig Prep & Restoral maintenance contract rates are an integral restoration process after a utility service break. At the October 22nd, 2024 commission meeting, the Commission voted to 24-10 Dig Restoral bid for lack of bidders and rebid in the Spring. Following up on the Commission's decision in October, I am now requesting the rebid.

Staff recommends these services of qualified vendors on the public notice as we solicit for public bids:

- Saw cutting of blacktop/concrete on road utility repair restoral.
- Prices to include all labor, equipment & materials.

We kindly request the Commission's approval to proceed with advertising and public bid solicitation.

Thank you for your consideration. We look forward to your guidance for next steps and approval.

Sincerely;



Luke J. Peterson



Item 6.E

Item 6.E –Authorize Public Bids 25-06, 25-07, and 25-08 for 2025
Distribution Water Projects

March 20th, 2025

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

RE: Authorize Public Bids 25-06, 25-07, and 25-08 for 2025 Distribution Water
Projects

Dear Commissioners;

As we have discussed throughout the 2024 planning year and budget meeting in
October, HPU has planed for three projects in addition to the 23rd Street project
shared with the City for its 2025 Distribution Water Capital Improvement Plan.

Please find enclosed Engineer's Letter describing these items.

Josh Stier from Bolton & Menk will be at the meeting on Thursday March 20th to
discuss.

Sincerely;



Luke J. Peterson



Real People. Real Solutions.

4960 Miller Trunk Highway
Suite 550
Duluth, MN 55811

Ph: (218) 729-5939
Bolton-Menk.com

MEMORANDUM

Date: March 14, 2025
To: Luke Peterson, General Manager of Hibbing Public Utilities
From: Josh Stier
Subject: 2025 HPU Capital Watermain Improvements
E 17th Street, E 18th Street, 5th Avenue E, 6th Avenue E, and 12th Avenue E

Consider Resolution Approving Plans & Specifications & Ordering Advertisement for Bids
BMI Project No.: 24X.135605.000

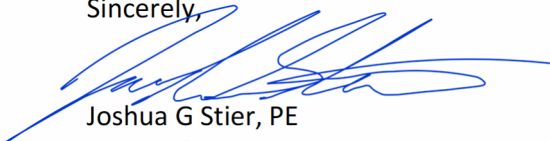
Dear Luke,

Plans and specifications have been developed for bidding and construction of 2025 Capital Watermain Improvement - E 17th Street, E 18th Street, 5th Avenue E, 6th Avenue E, and 12th Avenue E Project which includes replacement of watermain, services, hydrants and fittings.

This project was selected based on the current water system Capital Improvement Plan (CIP) and is of the highest priority for replacement on the HPU system. They will replace a combined 3,000 linear feet of watermain that is 100+ years old. The improvement project is anticipated to begin in May of 2025 and will be complete by October 2025.

We are ready to proceed with acquiring bids for the project and are requesting Commission authorization to advertise for bids. Bid opening is planned for April 15th, 2025. Please feel free to contact me at joshua.stier@bolton-menk.com or 218-491-9434 if you have any questions regarding the contents of this memorandum.

Sincerely,



Joshua G Stier, PE
Principal Engineer

HIBBING PUBLIC UTILITIES

CONSTRUCTION PLANS FOR

2025 CAPITAL WATERMAIN IMPROVEMENTS

E 17TH STREET, E 18TH STREET, 5TH AVENUE E,
6TH AVE E & 12TH AVE E

WATERMAIN INSTALLATION, STORM RECONSTRUCTION,
STREET RECONSTRUCTION, AND TURF ESTABLISHMENT

MARCH, 2025

RESOURCE LIST

HIBBING PUBLIC UTILITIES

HPU OFFICE
1902 E 6TH AVE
HIBBING, MN 55746

Commision Members:
James Bayliss
Jeffrey Hart
Jeffrey Stokes
Jesse Babich
Julie Sandstede

General Manager:
Luke Peterson

Electric Line Crew Foreman:
Esko Savela

Heat Crew Foreman:
Paul Boswell

Water Crew Foreman:
Gary Jarmer

CITY OF HIBBING

City of Hibbing Administrator:
Greg Pruszinke

Public Works Director / Engineer:
Jesse M. Story, P.E.
218-262-3486, ext. 725
JesseStory@hibbingmn.gov

UTILITIES

Arvig:
John Vonruden
john.vonruden@arvig.com
(218)346-8480

Century Link / Lumen:
Bill Byers
bill.byers@lumen.com
(612)431-3257

Consolidated Telephone:
Eddie Dolezal
eddl@gocct.com
(218)454-1148

Mediacom:
Scott Sandquist
ssandquist@mediacomcc.com
(218)741-8691

Minnesota Power:
Deb Kellner
dkellner@alletecleanenergy.com
(218) 576-9776

Northeast Service Cooperative:
Andy Doll
adoll@nescmn.net
(218)748-7610

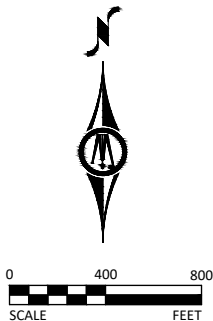
Paul Bunyan Rural Telephone
Cooperative:
Ron Vold Jr.
jrvold@paulbunyan.net
(218)444-1234

SHEET NUMBER	SHEET TITLE
GENERAL	
G0.01 - G0.02	TITLE SHEET, LEGEND
G1.01 - G1.03	STATEMENT OF ESTIMATED QUANTITIES, GENERAL NOTES, TABULATIONS
G2.01	LOCATION PLAN
CIVIL	
C0.01 - C0.06	EXISTING CONDITIONS & REMOVALS
C1.01 - C1.18	TYPICAL SECTIONS, DETAILS, STREET LIGHT DETAILS
C2.01 - C2.05	SWPPP, EROSION CONTROL PLAN
C4.01 - C4.06	WATER PLAN & PROFILE
C5.01 - C5.02	STORM SEWER PLAN & PROFILE
C6.01 - C6.06	STREET PLAN & PROFILE, INTERSECTION DETAILS
C7.01 - C7.08	TRAFFIC CONTROL, SIGNING & STRIPING
C8.01 - C8.06	CROSS SECTIONS
ELECTRICAL	
E1.01 - E1.02	STREET LIGHTING PLAN
THIS PLAN SET CONTAINS <u>65</u> SHEETS.	

NOTE: ALL HPUC WORK REQUESTS MUST
GO THROUGH THE HPUC SERVICE DESK

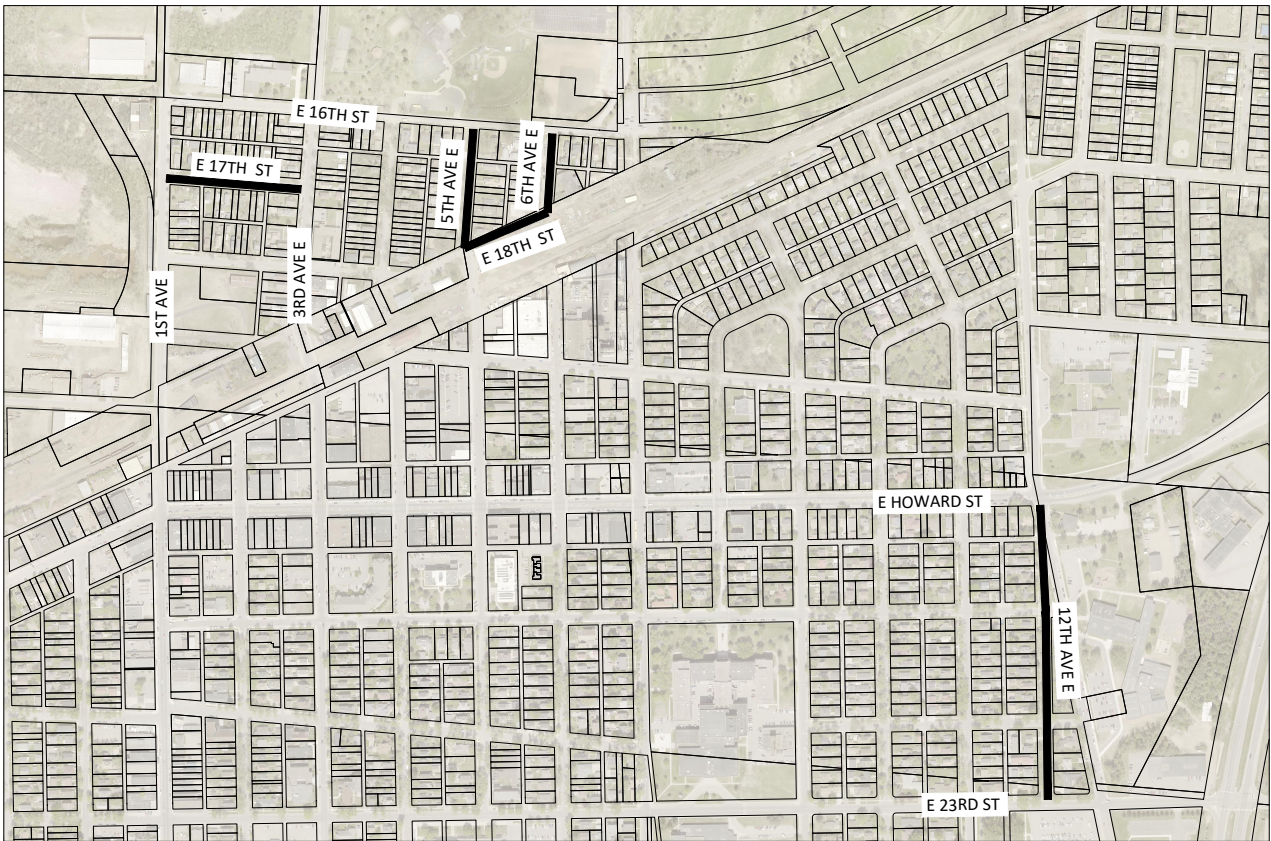
CONTACT THE SERVICE DESK AT:
(218) 262-7712
operations@hpuc.com

PARTIAL MAP OF THE
CITY OF HIBBING
ST. LOUIS COUNTY, MN



MAP LEGEND

PROJECT LIMITS



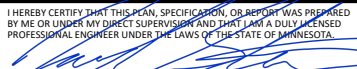
NOTE: EXISTING UTILITY INFORMATION SHOWN ON THIS
PLAN HAS BEEN PROVIDED BY THE UTILITY OWNER. THE
CONTRACTOR SHALL FIELD VERIFY EXACT LOCATIONS PRIOR
TO COMMENCING CONSTRUCTION AS REQUIRED BY STATE
LAW. NOTIFY GOPHER STATE ONE CALL, 1-800-252-1166 OR
651-454-0002.

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS
UTILITY QUALITY LEVEL D UNLESS OTHERWISE NOTED. THIS
UTILITY LEVEL WAS DETERMINED ACCORDING TO THE
GUIDELINES OF CI/ASCE 38-22, ENTITLED "STANDARD
GUIDELINES FOR THE COLLECTION AND DEPICTION OF
EXISTING SUBSURFACE UTILITY DATA."

REVIEWED & APPROVED _____ DATE: _____
PUBLIC WORKS DIRECTOR

March 20th, 2025

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED
BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED
PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.


JOSHUA G. STIER
LIC. NO. 54171 DATE 3/14/2025



**BOLTON
& MENK**

4960 MILLER TRUNK HIGHWAY, SUITE 550
DULUTH, MN 55811
Phone: (218) 729-5939
Email: Duluth@bolton-menk.com
Hibbing Public Utilities Commission



DESIGNED	NO.	ISSUED FOR	DATE
MFM/EBH			
DRAWN			
MFM/EBH			
CHECKED			
JGS			
CLIENT PROJ. NO.			
25-010			

HIBBING PUBLIC UTILITIES COMMISSION		SHEET
2025 CAPITAL WATERMAIN IMPROVEMENTS: 17TH & 18TH STREET, 5TH & 6TH AVENUE		G0.01
TITLE SHEET		Page 46 of 69



Item 6.F

Item 6.F –Authorize Public Bid 25-09 for 23rd Street Gas Main Extension

March 20th, 2025

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

RE: Authorize Public Bid 25-09 for 23rd Street Gas Main Extension

Dear Commissioners;

As we have discussed with the City at the March 11th Working Session, in increase gas supply in the center of Hibbing near the Memorial Building, HPU is requesting authority publicly advertise for bids for the boring of a new main to coincide with the 23rd street project.

Sincerely;



Luke J. Peterson

From: [Karl Witte](#)
To: [Luke Peterson](#); [Paul Plombon](#)
Cc: [Jace Porter](#); [David Hokanson](#); [Jacob Crispo](#)
Subject: RE: Line Size Verification Update
Date: Monday, March 17, 2025 3:00:19 PM
Attachments: [image001.png](#)
[2in SDR 11 - Memorial Building Assumed Properties pipe flow.pdf](#)
[3in SDR 11.5 - Memorial Building Assumed Properties pipe flow.pdf](#)
[NNG Carlton North Feb 2 2023 Gas Composition.pdf](#)

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.

Luke,

See below for a summary of results that we have so far, along with the assumptions made. As mentioned earlier today, we are in the process of receiving info from Jacob and his team, so the final conclusion memo/report is yet to come.

Calculations were performed using GASCalc 5.0 using gas usage data for the Memorial Building and operating pressure provided by HPUC. Industry assumptions were used for remaining values to perform preliminary pipe size verification for the new 50 psi supply feed from the existing 3" line at the Hibbing High School to the Memorial Building.

Assumptions for initial findings:

- 50 psi supply
- 3550.335 CCF/d for flow rate (February 17, 2025 from "HPU_Gas Report 2.2025 (Power Plant).xlsx")
- Piping - 2" SDR 11 & 3" SDR 11.5
- Gas composition - NNG Carlton North supply February 2, 2023 (Previous Project)
- 1820 ft estimated route
- 1490 ft elevation with no change in elevation (Average Elevation for Hibbing MN)

Preliminary results are summarized in the table below along with attached gas properties and pipe flow calculation documents.

Pipe Size/Type	Input		Calculated	
	Flow Rate (CCF/day)	Inlet P (psi)	Outlet P (psi)	ΔP (psi)
2" PE SDR 11	3550.335	50	39.84	10.16
3" PE SDR 11.5	3550.335	50	48.60	1.40

In summary 2" pipe will see significant pressure drop in these conditions and is susceptible to higher pressure drop as the supply pressure decreases or if the demand increases. Since the flow rate is derived from a day average, the peak flow may be higher than calculated and lead to additional pressure drop. The flow rate for this calculation also doesn't account for the possibility of boilers not running due to the current supply pressure deficiencies and therefore could see a higher flow rate. Since the inlet pressure has such an impact on the pressure drop and flow velocity in the 2" pipe we would need to verify the operational pressures and flow demands much more in depth, hence the reason for getting the data to reduce our number of assumptions. There are reasonable supply pressures and flow rates that could be an issue.

With 3" pipe there are no concerns regarding supply pressure or flow rate to the memorial building.

Thanks,

Karl Witte

Lake Superior Consulting | Associate Project Manager
130 West Superior Street, Suite 500 | Duluth, MN 55802
Office: 218.491.7340 | Cell: 218.241.9247
kwitte@LSConsulting.com

From: Luke Peterson <Luke.Peterson@hpuc.com>

Sent: Monday, March 17, 2025 11:19 AM

To: Karl Witte <kwitte@lsconsulting.com>; Paul Plombon <paul.plombon@hpuc.com>

Cc: Jace Porter <jporter@lsconsulting.com>; David Hokanson <dhokanson@lsconsulting.com>; Jacob Crispo <jacob.crispo@bolton-menk.com>

Subject: RE: Line Size Verification Update

Hello Karl,

Do you have an updated on this? Also, I want to make sure you received everything you needed to do the analysis. If you're still waiting on something please let us know, as I want to make sure we can complete this part ASAP.

Thanks,

Luke

From: Luke Peterson

Sent: Thursday, March 13, 2025 4:48 PM

To: Karl Witte <kwitte@lsconsulting.com>; Paul Plombon <paul.plombon@hpuc.com>

Cc: Jace Porter <jporter@lsconsulting.com>; David Hokanson <dhokanson@lsconsulting.com>

Subject: RE: Line Size Verification Update

Thank you, Karl.

I appreciate the update.

Thanks and Regards,

Luke

LUKE PETERSON
General Manager

Pipe Flow Calculation: HPUC Pipe Sizing - Memorial Building

Project Identification: LSC Project# 40725600437

Prepared By: Jace Porter

Reviewed By:

Calculation Data/Results...

Flow Equation: Institute of Gas Technology - Improved

Pipe Size/Type: 3P-S11.5

Inside Diameter: 2.892 Inches

Inside Wall Roughness: 0.000060 Inches

Length: 1820.0 Feet

Efficiency: 0.92 Decimal

Flow Rate: 355000.000 Cfd

	Inlet (Upstream) Values...	Outlet (Downstream) Values...
Pressure:	50 Psi	48.60 Psi
Elevation:	1490 Feet	1490 Feet
Atmospheric Pressure:	13.96 Psi	13.96 Psi
Temperature:	60.0 Fahrenheit	60.0 Fahrenheit

Heat Loss Or Gain Calculation Method: None

Linear Pressure Drop: 1.40 Psi

Minimum/Maximum Velocity: 20.6 / 21.0 Feet/sec

Line Volume At Average Pressure: 359.118 Cf

Average Pressure: 49.30 Psi

Velocity Limit: 200.0 Feet/sec

Compressibility Factor (Base) : 0.991

Average Compressibility: 0.991

Calculation Method: AGA8-92-Detailed

Gas Properties...

Base Pressure: 14.730 Psi (Abs)

Base Temperature: 60.000 Fahrenheit

Specific Gravity: 0.585

Viscosity: 0.000007 Lbm/ft-sec

Assigned Gas Properties File: NNG __CarltonNorth __Feb2 __2023.prp

Atmospheric Pressure: 13.956 Psi (Abs)

Atmospheric Pressure Method: American Gas Association (AGA)

Report: Continued...

Compressibility Factor: 1
Compressibility Factor Method: AGA8-92-Detailed

Calculation Notes...

The Outlet (Downstream) Pressure value was calculated.

Comments:

These calculations are only valid within the applicable range of the selected flow equation.

The Minimum Velocity value is based on the larger of the inside diameter value of the specified pipe Size/Type and any attached components, and the Inlet Pressure and Average Temperature values.

The Maximum Velocity value is based on the smaller of the inside diameter value of the specified pipe Size/Type and any attached components, and the Outlet Pressure and Average Temperature values.

References:

Flow Equation - Gas Age Magazine, May 1967, Gas Behavior In Distribution Systems.

Compressibility - American Gas Association, Report No.8, 1992.

Atmospheric Pressure - American Gas Association, GEOP Series, Measurement, Book M-1, 1993.

Notes:



Item 6.G

Item 6.G –Accept Bid Results of joint City of Hibbing and HPU
project for 2025 Capital Watermain Improvement

March 20th, 2025

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

RE: Accept Bid Results of joint City of Hibbing and HPU project for 2025 Capital
Watermain Improvement

Dear Commissioners;

As referenced in item 6.E and as discussed with the City at the March 11th Working
Session, I am pleased to report the results of the public bid lead by the City of Hibbing
for a combined State Aid Paving and Water Main Capital Improvement Project.

The bid results tabulated by the City Engineer as well as recommendation for HPU's
consulting engineer to accept the low bid. As part of a Cooperative Agreement with
the City, the City will award the contract and HPU will be responsible for the
watermain share of \$1,616,092.50.

Please see attached

Sincerely;



Luke J. Peterson



**BOLTON
& MENK**

Real People. Real Solutions.



301 E Howard Street

Suite 26

Hibbing, MN 55746

Phone: (218) 231-0018

Bolton-Menk.com

March 12, 2025

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

RE: 2025 Capital Watermain Improvements – 23rd Street Project
Hibbing Public Utilities Commission
BMI Project No. 24X.135202.000

Dear Mr. Peterson,

Bids were received and opened by the City of Hibbing at City Hall on Wednesday March 12, 2025, at 10:00 am for the project referenced above. Two bids were received, and the results of the bids are tabulated below:

2025 Capital Watermain Improvements – 23rd Street Project	
Contractor	Bid Amount
KGM Contractors	\$2,746,571.70
Bougalis, Inc.	\$2,919,178.70
Engineers Estimate	\$3,011,629.00

The low bidder for the project is KGM Contractors of Angora, MN. The bid is approximately 8.80% below the Engineer's Estimate. A detailed bid abstract of all the bids and the engineer's estimate is attached for your review.

This project is a joint project between the City of Hibbing and Hibbing Public Utilities Commission. The approximate cost breakdown is as follows based on the apparent low bidder.

City of Hibbing - \$1,130,479.20

Hibbing Public Utilities Commission - \$1,616,092.50

Based on past performance on similar projects in previous years, it is our opinion that KGM Contractors is qualified to perform the work required under this contract. If deemed financially feasible, it is recommended that HPU support the City of Hibbing in awarding the contract to KGM based on the bid contract amount of \$2,746,571.70.

Sincerely,

Bolton & Menk, Inc.

Joshua G. Stier, PE
Principal Engineer

Enclosure



Item 7.A

Item 7.A – I & E Combination Update

March 20th, 2025

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

RE: Item 7.A – I & E Combination Update

Dear Commissioners;

As discussed at the February 25th Commission meeting, HPU is proceeding with the creation of the Instrumentation and Electrical Department and I will be presenting a verbal update on the combined crew and next steps.

Sincerely;



Luke J. Peterson



Item 7.B

Item 7.B – Approve hiring of Jasmine Daugherty for Accounting Coordinator

March 20th, 2025

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

RE: Item 7.B – Approve hiring of Jasmine Daugherty for Accounting Coordinator

Dear Commissioners;

As authorized at the December 2024 Meeting, HPU declared a vacancy for the Accounting Coordinator position and has interviewed several candidates. I am pleased to recommend for the Commission's final consideration Jasmine Daugherty for this role with an annual salary of \$65,000, subject to pre-employment screening and background check.

Jasmine comes to HPU from a law firm in Mankato where she has worked as a staff Accountant since 2022 and is happy to be relocating back home to the Iron Range. Jasmine possesses a Bachelor of Science in Business from the Carlson School of Management at the University of Minnesota and we look forward to her joining our team.

Sincerely;



Luke J. Peterson