

MINUTES OF THE PROCEEDINGS

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

Minutes of the regular meeting of the Public Utilities Commission, Hibbing, Minnesota, 1902 E. 6th Ave., Hibbing, MN 55746, held on September 23rd, 2025. Meeting held at Hibbing City Hall, 401 E. 21st St., Hibbing MN. Chair Bayliss called the meeting to order at 5:00 p.m. In attendance were Chair Bayliss, Commissioner Hart, Commissioner Stokes, Commissioner Babich, Commissioner Sandstede, Legal Counsel, Andy Borland; General Manager Luke Peterson, Director of HR & OD, Kendra Powers, Manager of Energy Supply Paul Plombon, Director of Electrical Distribution, Samantha Adams, Customer Service & Finance Supervisor, Jill Hietala, Customer Communications & Programs Manager Eliot Dixon. Also in attendance were , HPU Interim Financial Controller Tammy Mattonen, Bolton & Menk Rep. Andy Brotzler, HPAT Rep. Ron Wirkula; HPU Employee George Pogachnik, and Mark Reger.

Item 2. ADDS/DELETES

Item 3. APPROVAL OF MINUTES

Motion by Commissioner Stokes, supported by Commissioner Sandstede, to approve the regular meeting minutes of August 12th, 2025 and summary of August 25th, 2025 Closed Session.

Motion carried unanimously.

Item 4. CITIZENS FORUM –

Item 5. CONSENT AGENDA

- Item 5.A.** Approving invoices >\$10,000 & approve the bills & ACH transfers >\$10,000 dated August 7th – September 17th, 2025
- Item 5.B.** Approve the payroll paid & overtime report for the August 21st, September 4th, & September 18th, 2025 pay dates.
- Item 5.C.** Approve Employee Overnight Travel for Q4 2025
- Item 5.D.** Ratify Hiring of Kendra Powers as Senior Director of HR & OD – Effective Sept. 8th, 2025
- Item 5.E.** Ratify Request for Community Contribution as listed

Motion by Commissioner Hart, supported by Commissioner Babich, to approve Consent Agenda items 5.A., 5.B., 5.C., 5.D., & 5.E., as presented.

Motion carried unanimously.

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Item 6. FINANCIALS & RISK MANAGEMENT

Item 6.A. Approve July & August 2025 Interim Financials

Motion by Commissioner Stokes, supported by Commissioner Babich, to table the July & August 2025 Interim Financials.

Motion carried unanimously.

Item 6.B. Approve Resolution 25-08: Providing for the Issuance, Sale and Delivery of a Utility Net Revenue Note, Series 2025A

Motion by Commissioner Stokes, supported by Commissioner Hart, to approve Resolution 25-08: Providing for the Issuance, Sale and Delivery of a Utility Net Revenue Note, Series 2025A

Motion carried unanimously.

Item 6.C. Approve Purchase of Vehicles/Equipment in alignment with HPU Fleet Planning

Commissioners discussed purpose of air compressor on Item 6.C.iii.

Motion by Commissioner Hart, Supported by Commissioner Sandstede to purchase all vehicles as recommended.

Motion carried unanimously.

Item 6.D. Approve Miller's Roofing & Siding for Power Plant Roof Replacement in the amount of \$31,840

Motion by Commissioner Stokes, supported by Commissioner Babich, to Approve Miller's Roofing & Siding for Power Plant Roof Replacement in the amount of \$31,840

Motion carried unanimously.

Item 6.E. Approve Ohman Industries for Butterfly Valves in the amount of \$32,197.23

Motion by Commissioner Stokes supported by Commissioner Sandstede, to Approve Ohman Industries for Butterfly Valves in the amount of \$32,197.23

Motion carried unanimously.

Item 6.F. Award PB 25-04: High Voltage Breakers to Hitachi in the amount of \$740,000

Motion by Commissioner Stokes, supported by Commissioner Hart, to Award PB 25-04: High Voltage Breakers to Hitachi in the amount of \$740,000.

Motion carried unanimously.

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Item 6.G. Approve Advertisement for Bids for 2025 Hydrant Replacement Projects

Motion by Commissioner Babich, supported by Commissioner Sandstede, to Approve advertisement for bids for 2025 Hydrant Replacement Projects.

Motion carried unanimously.

Item 7. POLICY & GOVERNANCE-

Item 7.A. Approve Internal Posting and External Advertisement for two Biomass Technician

Commission discussed process of both internal and external positing for positions. Simultaneous posting will allow for a fast tracking of attracting external candidates for the positions, with a preference to internal applicants.

Commission additionally discussed updates to the position description. Updates were made to requirements to allow for applicants to obtain a license within a more accommodating.

Motion by Commissioner Stokes, supported by Commissioner Babich, to approve internal posting and external advertisement for 2 Biomass Technicians.

Motion carried unanimously.

Item 8. NEW BUSINESS--

Item 9. OLD BUSINESS --

Commissioner Hart requested a discussion of AMI implementation at the next Commission Working Session.

Item 10. ADJOURNMENT

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

Motion carried unanimously

Attest:



Jeff Hart, Commission Secretary



James Bayliss, Chair

Meeting materials are available at
The next meeting is a working meeting scheduled for Tuesday, October 14th, 2025
at 5:00 p.m. at the Hibbing City Hall, 401 E. 21st St., Hibbing MN 55746.

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