

# 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. 6<sup>th</sup> Ave., Hibbing, MN 55746, held on January 20<sup>th</sup>, 2026. Meeting held at Hibbing City Hall, 401 E. 21<sup>st</sup> 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, Customer Service Supervisor Jill Hietala, Customer Communications & Programs Specialist Eliot Dixon. Also in attendance were Bolton & Menk rep. Andy Brotzler, HPU Employee George Pogachnik, and HPAT Rep. Ron Wirkkula.

### **Item 2. ADDS/DELETES**

**Add –**

**Item 5.E.** – Authorize Commissioners to attend Chamber Dinner at 5:30 pm on Friday, January 30<sup>th</sup>, 2026, at the Hibbing Armor

**Item 9.A.** - Summary of December 16<sup>th</sup>, 2025 General Manager's Review

### **Item 3. APPROVAL OF MINUTES**

Motion by Commissioner Stokes, supported by Commissioner Sandstede, to approve the regular meeting minutes of the December 2<sup>nd</sup> & 16<sup>th</sup>, 2025 Commission Meetings.

Motion carried unanimously.

### **Item 4. CITIZENS FORUM –**

Chair Bayliss commented on residents receiving solicitations regarding lead service lines. Chair Bayliss stated that HPU is working on securing state funding for the projects that would replace service lines at no cost to property owners. Residents should reach out to HPU if they have any questions regarding these letters, lead, or HPU's Get the Lead Out projects.

### **Item 5. CONSENT AGENDA**

**Item 5.A.** Approving invoices >\$10,000 & approve the bills & ACH transfers >\$10,000 dated December 11<sup>th</sup>, 2025 – January 14<sup>th</sup>, 2026

**Item 5.B.** Approve the payroll paid & overtime report for the December 23<sup>rd</sup>, 2025 & January 8<sup>th</sup>, 2026 pay dates.

**Item 5.C.** Approval of Fuel handler Posting Awarded to Gordon Terpstra

**Item 5.D.** Authorize listed Requests for Contribution

**Item 5.E.** Authorize Commissioners to attend Chamber Dinner at 5:30 pm on Friday, January 30<sup>th</sup>, 2026, at the Hibbing Armor

Motion by Commissioner Stokes, supported by Commissioner Sandstede, 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 2026 Capital Budget Including Additional Lead Projects Discussed at Town Hall

The Commission discussed the strategic priorities of the Utility's water planning. HPU GM Luke Peterson stated the priorities of the water capital improvement plans include first lead removal, and secondarily the watermain capital improvement plan. Commissioner Hart expressed concerns about the total cost of projects. GM Peterson discussed several routes that HPU has pursued for external grant funding. The Commission expressed a desire to have further discussions regarding the scope of projects and external funding opportunities. Planning must be completed by March 31<sup>st</sup>. The Commission chose to take no action.

**Item 6.B.** Approve Engineer Design & Support Services for Capital Projects

**Item 6.B.i.** Barr Engineering in the amount of \$28,500 for 2026 Environmental Services

Motion by Commissioner Sandstede, supported by Commissioner Stokes, to approve Barr Engineering in the amount of \$28,500 for 2026 Environmental Services.

Motion carried unanimously.

**Item 6.B.ii.** Bolton & Menk for Design Engineering & Bidding of 2026 Lead Service Line Removal Projects in the amount not to exceed \$480,000 – Grant Funded

No Action Taken.

**Item 6.B.iii.** Bolton & Menk for Design & Engineering

1. E 23<sup>rd</sup> St. Phase 2 in the amount not to exceed \$180,000

Commission discussed the bidding process of professional services.

Motion by Commissioner Stokes, supported by Commissioner Sandstede, to approve Bolton & Menk for E 23<sup>rd</sup> St. Phase 2 in the amount not to exceed \$180,000

Motion carried 3-2.  
"Nay" Babich & Hart

2. Greenhaven Phase 1 in the amount not to exceed \$125,000

No Action Taken.

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3. 30" Watermain Phase 3 in the amount not to exceed \$90,000

Motion by Commissioner Hart, supported by Commissioner Stokes, to approve Bolton & Menk for 30" Watermain Phase 3 in the amount not to exceed \$90,000

Motion carried unanimously.

4. Cobb Cook Phase 2 Development in the amount not to exceed \$75,000

No Action Taken.

5. Lead Corrosion Control Design, Engineering, & Oversight not to exceed \$38,750

No Action Taken.

- Item 6.C.** Approve Procurement of Electrical Distribution G&W Trident Multi-way Switch from Border states in the amount of \$77,165.95

Motion by Commissioner Hart, Supported by Commissioner Stokes, to Approve Procurement of Electrical Distribution G&W Trident Multi-way Switch from Border states in the amount of \$77,165.95

Motion carried unanimously.

- Item 6.D.** Award AMI Request for Proposal

- Item 6.D.i.** RFP 25-09: AMI Meter Installation – Electric to Hunt Electric in the amount of \$ 793,821.60

Motion by Commissioner Hart, supported by Commissioner Babich, to award RFP 25-09: AMI Meter Installation – Electric to Iron Range Electric in the amount of \$295,510.

Motion carried unanimously.

- Item 6.B.ii.** RFP 25-10: AMI Meter Installation – Water to Core & Main in the amount of \$1,439,376

Motion by Commissioner Hart, supported by Chair Bayliss, to award RFP 25-10: AMI Meter Installation – Water to Hydrocore in the amount of \$460,330.88

Motion carried unanimously.

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Item 6.B.iii. RFP 25-13: AMI Meter Installation – Gas to Core & Main LP in the amount of \$871,175

Commissioner Hart stated he believed that the bid would be lower if the project were rebid with an extended project deadline.

Motion by Commissioner Hart, supported by Commissioner Stokes, to reject RFP 25-13: AMI Meter Installation – Gas

Motion carried unanimously.

### **Item 7. POLICY & GOVERNANCE-**

**Item 7.A.** Approve Customer Policy for:

Commission discussed the process that would trigger HPU to perform this inspection.

Motion by Commissioner Hart, supported by Commissioner Babich, to table CUST049: Access to Customer Property & CUST116: Home Inspection with Gas Services.

Motion carried unanimously.

**Item 7.B.** Approve Internal & External Posting and Backfill of 2 Biomass Technician Position.

Motion by Commissioner Stokes, supported by Commissioner Sandstede, to Approve Internal & External Posting and Backfill of 2 Biomass Tech Positions.

Motion carried unanimously.

**Item 7.C.** Approve External Advertising for Accounting Coordinator

Motion by Commissioner Sandstede, supported by Commissioner Stokes, to approve External Advertising for Accounting Coordinator.

Motion carried unanimously.

### **Item 8. NEW BUSINESS--**

### **Item 9. OLD BUSINESS --**

**Item 9.A.** Summary of General Manager's Review

Andy Borland provided a summary of the General Manager's Review

**Item 9.B.** Approve Rebidding of AMI Meter Installation – Gas with recommended changes

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Motion by Commissioner Sandstede, supported by Commissioner Stokes, to approve rebidding of AMI Meter Installation – Gas

Motion carried unanimously.

**Item 10 . ADJOURNMENT**

Motion by Commissioner Stokes, supported by Commissioner Sandstede, to adjourn the meeting at 6:13 p.m.

Motion carried unanimously

Attest:



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Jeff Hart, Commission Secretary



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James Bayliss, Chair

Meeting materials are available at  
The next meeting is a working meeting scheduled for Tuesday, February 10<sup>th</sup>, 2026  
at 5:00 p.m. at the Hibbing City Hall, 401 E. 21<sup>st</sup> St., Hibbing MN 55746.

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