



# Commission Meeting

MARCH 10<sup>TH</sup>, 2026



# Commission Meeting Agenda

March 10<sup>th</sup>, 2026

Chair J. Bayliss	—	Commissioner J. Sandstede	—
Commissioner J. Hart	—	Commissioner J. Babich	—
Commissioner J. Stokes	—	Legal Counsel A. Borland	—
General Manager L. Peterson	—	Auditors Abdo, LLP	—
HR Director K. Powers	—	Energy & Pricing P. Plombon	—
Customer Ser. & Finance J. Hietala	—	Admin & Comm E. Dixon	—
Electrical Operations S. Adams		Local 94 President G. Pogachnik	—

---

## Open Meeting

1. Legislative Update – Jeff Anderson; Costin Group
2. Financial Update
3. Capital Budget Update
  - a. St. Louis County Landfill Solar
  - b. Professional Services Selection Process
4. 2026 Projects Update
  - a. AMI Project & Policy Update
  - b. Potholing Project Update – Vac Truck

## Closed Session

1. Potential Land Acquisition





Item 1



Item 1 – Legislative Update – Jeff Anderson; Costin Group

March 10<sup>th</sup>, 2026

James Bayliss  
Commission Chair  
1902 E. 6<sup>th</sup> Avenue  
Hibbing, MN 55746

RE: Item 1 – Legislative Update – Jeff Anderson; Costin Group

Dear Commissioners;

The Commission will be joined at the March Working Session meeting by Jeff Anderson of the Costin Group. Mr. Anderson has worked with HPU over the past three years, representing the interests of the ratepayers and the Commission before the State Legislature in St. Paul.

With the 2026 Legislative Session now underway and several important HPU initiatives under consideration, staff has invited Mr. Anderson to provide the Commission with insight to the current legislator in St. Paul.

Sincerely;



Luke J. Peterson





Item 2



Item 2 – Financial Update

March 10<sup>th</sup>, 2026

James Bayliss  
Commission Chair  
1902 E. 6<sup>th</sup> Avenue  
Hibbing, MN 55746

RE: Item 2 – Financial Update

Dear Commissioners;

I am happy to announce that the 2025 Financial Audit is ahead of schedule with audit field work wrapping up this past week.

Attached are the draft financials as they are being reviewed.

Looking ahead, the auditors expect to finalize the report on April 9, which will be brought to the Commission on April 14<sup>th</sup> working session discussion before final in person presentation at the 4/28 meeting.

Sincerely;



Luke J. Peterson



# Public Utilities Commission

## Statements of Net Position

December 31, 2025 and 2024

	<u>2025</u>	<u>2024</u>
<b>Assets and Deferred Outflows of Resources</b>		
<b>Current Assets</b>		
Cash	\$ 4,221,939	\$ 4,529,203
Investments	15,086,906	26,119,909
Restricted assets:		
Cash held for fuel assistance recipients	75,978	70,788
Cash held for customer deposits	478,301	461,999
Accounts receivable, net of allowance for doubtful accounts of \$58,000 and \$58,000	2,512,020	2,470,771
Unbilled revenues	2,268,507	2,387,564
Other receivable	173,279	771,830
Current maturities notes receivable, Steam conversion program	35,000	40,000
Current portion of lease receivable	9,778	82,014
Inventories	1,419,670	1,326,496
Prepaid expense	822,066	747,445
	<u>27,103,444</u>	<u>39,008,019</u>
<b>Noncurrent Assets</b>		
Restricted assets:		
Bond reserve account	641,300	783,347
Notes receivable, Steam conversion program	133,203	174,059
Lease receivable	429,896	439,674
Regulatory assets	3,493,964	4,035,931
Capital assets:		
Plant in service	200,065,362	177,893,726
Accumulated depreciation/amortization	(103,292,718)	(98,527,238)
Construction work in progress	19,720,987	8,500,209
	<u>121,191,995</u>	<u>93,299,708</u>
Total noncurrent assets	<u>121,191,995</u>	<u>93,299,708</u>
Total assets	<u>148,295,439</u>	<u>132,307,727</u>
<b>Deferred Outflows of Resources</b>		
Related to net pension liability	1,048,219	861,143
Related to postemployment benefits liability	121,611	674,169
Related to Laurentian Energy Authority	126,902	170,246
	<u>1,296,732</u>	<u>1,705,558</u>
Total deferred outflows of resources	<u>1,296,732</u>	<u>1,705,558</u>
Total assets and deferred outflows of resources	<u>\$ 149,592,171</u>	<u>\$ 134,013,285</u>

See notes to financial statements

# Public Utilities Commission

Statements of Net Position  
December 31, 2025 and 2024

	<u>2025</u>	<u>2024</u>
<b>Liabilities, Deferred Inflows of Resources and Net Position</b>		
<b>Current Liabilities</b>		
Accounts payable	5,291,672	5,254,643
Accrued interest	89,267	98,582
Accrued expenses	264,646	266,265
Due to City of Hibbing	571,889	1,162,904
Compensated absences payable	401,319	400,080
Current portion of lease liability	207,161	201,246
Current portion of long-term debt, bonds and notes payable	755,000	596,939
Current liabilities payable from restricted assets:		
Third party advances for fuel assistance	75,978	70,788
Customer deposits payable	478,301	461,999
	<u>8,135,233</u>	<u>8,513,446</u>
Total current liabilities		
<b>Noncurrent Liabilities</b>		
Compensated absences payable	978,224	1,077,137
Total postemployment liability	13,690,202	14,541,066
Net pension liability	2,232,991	2,508,776
Long-term debt, bonds and notes payable	19,278,970	5,911,437
Unamortized discount	-	(1,282)
Lease liability	103,999	311,160
	<u>36,284,386</u>	<u>24,348,294</u>
Total noncurrent liabilities		
Total liabilities	<u>44,419,619</u>	<u>32,861,740</u>
<b>Deferred Inflows of Resources</b>		
Related to net pension liability	1,785,211	1,672,882
Related to postemployment benefits liability	2,329,319	3,580,052
Related to leases	439,674	521,688
	<u>4,554,204</u>	<u>5,774,622</u>
Total deferred inflows of resources		
<b>Net Position</b>		
Net investments in capital assets	96,148,501	81,015,417
Restricted for debt service	641,300	615,127
Unrestricted	3,828,547	13,746,379
	<u>100,618,348</u>	<u>95,376,923</u>
Total net position		
Total liabilities, deferred inflows of resources and net position	<u>\$ 149,592,171</u>	<u>\$ 134,013,285</u>

See notes to financial statements

## Public Utilities Commission

Statements of Revenues, Expenses and Changes in Net Position  
Years Ended December 31, 2025 and 2024

	<u>2025</u>	<u>2024</u>
<b>Operating Revenue</b>		
Charges for services	\$ 31,334,132	\$ 30,250,674
Other	580,896	605,157
Total operating revenues	<u>31,915,028</u>	<u>30,855,831</u>
<b>Operating Expenses</b>		
Operation and maintenance	25,606,922	24,848,067
Depreciation/amortization	6,375,396	5,428,165
Total operating expenses	<u>31,982,318</u>	<u>30,276,232</u>
<b>Operating Income (Loss)</b>	<u>(67,290)</u>	<u>579,599</u>
<b>Nonoperating Revenues (Expenses)</b>		
Investment income	1,767,355	1,352,466
Miscellaneous nonoperating income (expense)	(263,912)	38,730
Gain on sale of fixed assets	-	261,063
Interest expense	(225,451)	(162,473)
Total nonoperating revenues (expenses)	<u>1,277,992</u>	<u>1,489,786</u>
Income before contributions	1,210,702	2,069,385
<b>Capital Contributions</b>	<u>4,030,723</u>	<u>1,350,272</u>
Change in net position	5,241,425	3,419,657
<b>Net Position, Beginning</b>	<u>95,376,923</u>	<u>91,957,266</u>
<b>Net Position, Ending</b>	<u>\$ 100,618,348</u>	<u>\$ 95,376,923</u>





Item 3



Item 3 – Capital Budget Update

March 10<sup>th</sup>, 2026

James Bayliss  
Commission Chair  
1902 E. 6<sup>th</sup> Avenue  
Hibbing, MN 55746

RE: Item 3 – Capital Budget Update

Dear Commissioners;

I look forward to discussing two items related to our capital budget and processes. The first topic will be a screening-level review of the St. Louis County Landfill Solar Opportunity led by the Rocky Mountain Institute. The Second topic will be a policy and timeline on how HPU will procure and select outside engineering services on capital projects.

Sincerely;



Luke J. Peterson



## HIBBING PUBLIC UTILITIES

### ARCHITECTS/ENGINEERS/SURVEYORS SELECTION POLICY MARCH XX, 2026

#### I. PURPOSE

It shall be the policy of Hibbing Public Utilities (HPU) to negotiate agreements for Architect/Engineer/Surveyors (A/E/S) services on the basis of demonstrated competence and qualification for the type of professional services required by HPU, in HPU's determination of its best interests. The main intent and purpose of the policy is as follows:

- A. To provide for a systematic procurement of A/E/S Services;
- B. To ensure the best qualified talent is obtained to perform services for the public; and
- C. To obtain professional services required by HPU at fair and reasonable fees.

Hibbing Public Utilities intends this policy to be applicable only to the professionals as defined in the following classification section. Hibbing Public Utilities may, at its discretion, use this policy for other professional services procurement contracts.

#### II. CLASSIFICATION

For purposes of classification, HPU initially establishes Architects, Engineers, and Surveyors as the categories in which each firm can classify itself.

**A. Architect Services.** Architect Services means any professional service or creative work requiring the application of advanced knowledge of architectural design, building construction, and standards and involving the constant exercise of discretion and judgement in such activities, in which the safeguarding of life, health, or property is concerned, as consultation, investigation, evaluation, planning, design, and/or inspection of construction for any public or private building.

**B. Engineer Services.** Engineer services means any service or creative work, the adequate performance of which requires engineering education, training, and experience in the application of special knowledge of the mathematical, physical and engineering sciences to such services or creative work as consultation, investigation, evaluation, planning and design of engineering works and systems, planning the use of water, teaching of advanced engineering subjects, and the inspection of construction for the purpose of assuring compliance with drawings and specifications; any of which embraces such services or work, either public or private, in connection with any utilities, structures, buildings, machines, equipment, processes, work systems, projects, and industrial or consumer products or equipment of mechanical, electrical, electronic, hydraulic, pneumatic, or thermal nature insofar as they involve safeguarding life, health, and property.

The term does not include the work ordinarily performed by persons who operate or maintain machinery or equipment, communication lines, signal circuits, electric powerlines, and/or pipelines.

**C. Surveying Services.** Surveying services means any service or work, the performance of which requires the application of special knowledge of the principles of mathematics, physical sciences, applied sciences, and; the principles of property boundary law to the recovery and preservation of evidence pertaining to earlier land surveys; teaching of land surveying subjects; measurement and allocation of lines, angles, elevations, and coordinate systems; location of natural and constructed features in the air, on the surface of the earth, within underground workings, and on the beds of bodies of water, including such work for the determination of areas and volumes; monumenting of property boundaries; platting and layout of lands, and the subdivisions of land, including the alignment and grades of streets and roads in subdivisions; preparation and perpetuation of maps, plats, field note records, and property descriptions; and locating, relocating, establishing, reestablishing, laying out, or retracing of any property line or boundary of any tract of land or road, right-of-way, easement, right-of-way easement, alignment, or elevation of any of the fixed works embraced within the practice of engineering. Aerial photography, photogrammetric mapping, and/or Lidar are excluded from the definition of surveying services due to the highly specialized equipment and technical skills required.

### III. PROCEDURE

**A. Filing Solicitation.** Every three years, HPU will advertise for filing of Standard Federal Government Form (SF) 330. All completed 330 forms that are received will be filed and the respective firms will be considered for work that they are qualified to perform. The filing will be in effect until the expiration of the three-year filing period. All 330 forms or amended 330 forms may be submitted at any time during the three-year period. New filings will be required at the end of each three-year filing period. All firms that desire to be placed on the minor projects list should notify the Engineering Manager of the desire to be included on that classification list and must provide all information necessary to be included on that list.

**B. Project Specific Solicitation.** An HPU Request for Proposal (RFP) will be available on the HPU website, newspaper, and/or other public posting for all major projects. Proposals submitted by the consultants shall contain the Standard Federal Government Form (SF) 330 and other information specifically addressing the project specific criteria. Selections will be made as outlined in this Policy. The SF 330 may contain up to ten (10) years of historical projects.

**C. RFQ/RFP.** Requests for Proposals will include the following:

1. Estimated Project Budget;
2. Scope of Services Requested;
3. Schedule and Time Frame;
4. Fee. A maximum fee for the services requested which is established by HPU in relation to project complexity. Firms will either respond or not, based on proposed schedule and fee offered. The maximum fee may be set by the entire selection committee; and
5. Specific Fee Items:
  - a) HPU will not pay mark up for reimbursable expenses except for sub-consultants. Sub-consultants' mark up will be limited to a maximum of 10%.
  - b) HPU will pay Internal Revenue Service (IRS) rate for mileage reimbursement.
  - c) HPU will not pay extra for fax usage, email, phone calls (other than long distance), and other miscellaneous office expense. Postage will be reimbursed if consultant distributes contract documents.

**IV. PROJECT CATEGORIES**

**A. Major Projects.** Projects having a total estimated budget (consultant fees plus construction) in excess of \$4,000,000 for Engineers or Architects, and projects similar to historical surveys, master plans, ongoing will-call services, feasibility and other planning studies with a budget in excess of \$250,000 will be awarded based on SF 330 evaluations and interviews via the RFP process. The SF 330 and proposal evaluation will be 50% and the interview will be 50% of the total rating.

**B. Intermediate Projects.** Projects having a total estimated budget (consultant fees plus construction) of less than or equal to \$4,000,000, or \$250,000 for historical surveys, master plans, ongoing will call services, feasibility and other planning studies will be awarded to consultants on a rotational basis, at HPU's discretion, provided the consultant can meet the project schedule and a fee can be negotiated. HPU Staff will review the rotation list and identify the next three qualified consultants. HPU Staff will rank the three consultant firms based on project familiarity and involvement criteria. If the top consultant is unable to meet the project schedule or fee settlement, staff will contact the next qualified consultant and the first consultant will maintain its position on the list for the next upcoming project.

**C. Minor Projects.** Projects having a total estimated budget (consultant fees plus construction) of \$250,000 or less are considered minor projects. HPU may award these

projects, at its discretion, to an A/E/S based on project familiarity and involvement criteria in lieu of strictly rotational criteria. Non-selected A/E/S's shall, however, be included in the next rotation to help ensure equitable distribution of projects. HPU shall endeavor to provide equal work to all consultants in this category in conjunction with the intermediate projects.

Note: HPU may choose to use the RFP process for any category of project at HPU's discretion.

**V. RFP SELECTION COMMITTEE**

The selection committee for services obtained through the RFP process will include a Commission Member, General Manager, the Engineering Manager, and Department Manager(s) in charge of an asset that is being improved. HPU reserves the right to include additional HPU personnel on the selection committee that may have an interest in the project.

**VI. SELECTION CRITERIA FOR MAJOR PROJECTS**

**A. SF 330 Point Allocation.** The point allocation criteria will be used by the Selection Committee to rank consultants submitting RFPs on major projects. The criteria will provide 50% of the point total for selection on major projects based on RFPs, with the interview providing the remaining 50%. Interviews may or may not be conducted, at HPU's discretion.

**B. Criteria.** Firms will be evaluated based on the following criteria:

<u>CRITERIA (50% of CUMULATIVE POINT TOTAL)</u>	<u>POINTS</u>
Past Performance	20
Technical Experience	20
Technical Capabilities (Staffing, Equipment, Facilities)	20
Location	20
Knowledge and Project Approach	<u>20</u>
 TOTAL POINTS	 100

**C. Rating Criteria Definitions.** The following definitions are to supplement the intent of the criteria as noted above in the SF 330 point allocation:

1. Past Performance. Check references to determine the quality of performance (however, do not limit contact to individuals listed as reference). Make on-site inspections, if possible, of projects that the consultant has worked on. Contact personnel operating a project that was designed or supervised by the consultant. How long has the consultant been in business? Did the consultant make necessary

corrections to ensure the project performs properly? Exit interviews from previous projects may be utilized, if available.

2. **Technical Experience.** General experience of the firm and experience applicable to the specific project or tasks to be done.

3. **Technical Capabilities.** Availability of adequate personnel, equipment, and facilities to do the needed work. The name of the individual or individuals to be assigned to the project with particular attention to their qualifications, competence, and service with that firm and previous firm(s). It should be noted that the age or the size of the firm is not always a prime consideration for every project.

4. **Location.** The location of a firm may allow up to 20 points to be added to an evaluation. Hibbing firms shall receive 20 points. The greater the distance from Hibbing, the fewer the points to be awarded.

5. **Project Approach.** The approach to the project work. The familiarity with the project site. The proposed time schedule for completing the work.

6. HPU may place a limit on the number of pages that may be submitted in the different sections of the RFP. Limits will be provided to the consultants at the start of the RFP process.

**D. Written Proposal Point Totals.** At the completion of the written Proposal evaluations, HPU may distribute the point totals to the consultants, if three or more consultant teams have submitted Proposals. Based on the point totals and other individual decisions, consultants may request to be omitted from the interview process. At least 10 days shall elapse between the time point totals are distributed and the time of the interviews. Consultants who request not to continue to the interview process must contact HPU at least 5 days prior to the start of the interviews.

**E. Interviews.** Interviews will be rated at 50% of the cumulative point total. One interview question shall include the consultants' view of the scope of work, timetable and level of effort required. Four other project specific questions will be rated. Prior to the interview, the submitting firms will be notified of their proposal ranking and their resulting position relative to the other firms. The interview portion of the ranking will total 100 points. A listing of all firms to be interviewed will be distributed.

**F. Final Ranking.** Total scores for each respondent will be compiled by the Engineering Manager based on the Selection Committee's scoring of the background and interview ratings. A respondent ranking hierarchy will be established and reviewed with the Department Manager responsible for the asset (or designee). The Engineering Manager will provide notice to the top ranked Respondent and schedule a time for the top ranked Respondent to present a final proposal review and summary and negotiate fee.

**G. Sealed Fee Estimates.** Sealed fee estimates are required to be submitted at the interview based on the Proposal provided. Fee estimates shall remain sealed until

interviews are completed and final scores and rankings are determined. Fee estimates are non-binding.

**H. Final Selection.** If final scope and fee negotiations with the number one ranked firm are successful, the final scope of the project will be documented, attached to a professional services agreement, and presented to the Commission for final approval ratification. If approved the Professional Services Agreement will be executed and filed.

If fee negotiations with the top ranked firm are unacceptable, the top ranked firm will be notified in writing and given 10 days to respond with a final proposal. If the final proposal from the top ranked firm still is not acceptable the Engineering Manager will notify the top ranked firm as such. At that time the second ranked firm will be notified and invited to provide a proposal review and summary and negotiate a final fee.

## VII. CONTRACT DOCUMENT

**A. Documents.** HPU's Standard Contract Document shall be used except as approved by the Commission for purposes of meeting funding source criteria or other legal criteria. The document may be modified during negotiations.

**B. Cost of Services.** The Cost of Services section of the contract will be broken down by phase as well as identifying classification of employee, rate per hour and estimated number of hours. The rate per hour shall include all overhead and profit.

Example: CADD Operator    \$75.00 per hour    10 hours    \$750.00

## VII: NO COURSE OF ACTION

**A. Nothing contained in this policy shall give any rise of action to any person or entity negatively impacted by its application.**

**B. This policy may be amended at any time by action of the Hibbing Public Utilities Commission.**

Adopted:    XX-XX-XXXX



Item 4.a



Item 4.a – AMI Project & Policy Update

March 10<sup>th</sup>, 2026

James Bayliss  
Commission Chair  
1902 E. 6<sup>th</sup> Avenue  
Hibbing, MN 55746

RE: Item 4.a – AMI Project & Policy Update

Dear Commissioners;

As you know we are moving forward with updating our electric, water, and gas meters to Automatic Metering Infrastructure (AMI) and some customers will decline to upgrade referred to as an “opt out” provision.

We are recommending to implement a fee in circumstances where there is an opt out request by a customer. There are three options HPU could choose such as; leave meter as is, charge an opt out fee, or shut off the utilities.

Staff proposes to charge a opt out fee at a minimum of \$50 and not offer an opt out option. The cost of metering staff plus the billable rate for utility equipment is defined below:

- Meter Reader Wage (whole \$) \$ 30.00
- Billable Pick-up Charge \$ 63.00

The following utilities chose a larger fee and also have no opt out option and were very successful in getting customers to choose AMI. Neither of the utilities spoken with, had to take it as far as disconnection, even though that was an option. The fee amounts other area utilities chose are as follows:

Grand Rapids - \$90 Flat per month fee  
City of Chisholm - \$100 Flat per month fee  
City of Mt. Iron - \$25 Flat per month fee (electric meters only)

This policy supports the integrity of the AMI system as a whole. AMI technology relies on both remote capabilities and physical access when necessary. Having all customers on Automatic Metering Infrastructure protects data accuracy, system performance, safety standards, and long-term infrastructure investment.

Sincerely;

Jill Hietala

Customer Service Supervisor



# AMI Meter Installation Milestones & Next Steps

## **Water – HydroCorp**

- ~Conduct pre-construction meeting/Confirm installation expectations
- ~Confirm safety procedures
- ~Prepare for field deployment

## **Electric – Iron Range Electric**

- ~Schedule contract overview meeting
- ~Conduct pre-construction meeting/Confirm installation expectations
- ~Confirm safety procedures
- ~Prepare for field deployment

## **Gas - TBD**

- ~Close bids (April 7)
- ~Review proposals (April 14)
- ~Award contract (April 21)
- ~Schedule kickoff meeting following award

# AMI Project Milestones

## **1. Public Communication**

- Media Pre-rollout alerts completed
- Customers notified of upcoming meter exchanges completed

## **2. Meter Exchange Execution**

- Contractors engaged to perform meter replacements
- Internal staff will handle access and infrastructure-related issues, ensuring contractors remain dedicated to high-volume meter replacements.

## **3. Quality Control & Verification**

- Contractor meter exchange and inspection details to HPU staff
- HPU validation of completed installations
- Successful data entry into billing system

## **4. System Integration & Billing**

- AMI reads verified by utility billing staff
- Confirmation of accurate data transmissions
- First AMI-based bills issued to customers



1902 E 6TH AVE  
HIBBING, MINNESOTA 55746-0249  
TELEPHONE: 218-262-7700  
FAX: 218-262-7702

---

[Date]

[Resident Name]

[Address]

[City]

Dear [Utility Customer],

The Hibbing Public Utilities Commission is implementing Advanced Metering Infrastructure (AMI) for electric, water, and natural gas services. AMI technology allows for improved system reliability, enhanced outage response, operational efficiency, and more accurate meter reading.

As a municipally owned and operated utility under Minnesota law, the Hibbing Public Utility establishes its utility service policies and requirements as adopted by the Hibbing Public Utility Commission. Pursuant to those authorities, installation of an AMI meter is mandatory for all utility customers receiving service from the Hibbing Public Utilities.

The utility does not offer an opt-out option for AMI metering. Refusal to allow installation, failure to provide access to the meter, or any action preventing implementation of AMI equipment constitutes non-compliance with the utility service requirements or policies.

Customers who request to opt-out of AMI installation will be subject to a monthly non-compliance fee in the amount of \$[Fee Amount], as authorized by the Hibbing Public Utility Commission. Continued denial may result in disconnection of service.

The Hibbing Public Utility Commission remains committed to providing safe, reliable, and cost-effective utility services to our community.

Thank you for your cooperation.

Sincerely,



## **Subject: Opt-Out of Advanced Metering Infrastructure (AMI) / Smart Meter Installation, Maintenance, Reading, or Exchange**

---

### **1. Purpose**

This policy establishes procedures when a utility customer requests to opt-out of Advanced Metering Infrastructure (AMI) or smart meter equipment.

The policy supports:

- System reliability and grid modernization
  - Accurate and timely billing
- 

### **2. Applicability**

This policy applies to:

- All HPU electric, gas, water and steam utility customers with AMI meter capabilities
- 

### **3. Definition of AMI / Smart Meter**

For purposes of this policy, AMI or “smart meter” equipment includes:

- Digital interval meters
  - Two-way communication modules
  - Authorized remote connect/disconnect devices
  - Meter Data Management System (MDMS) integrated devices
  - Communication antennas and associated field network equipment
- 

### **4. Opt-Out of AMI Installation or Exchange**

Opt-Out includes, but is not limited to:

- Explicit denial of installation, exchange, or access
  - Failure to respond to repeated access attempts
  - Physical obstruction of meter access (e.g., snow, ice, or other hazards)
  - Removal, tampering, or disabling of communication components
- 

### **5. Utility Procedures Following Refusal**

#### **5.1 First Failed Attempt**

The utility shall:

- Document the date, time, and reason access was not obtained
- Leave written notice when feasible
- Provide contact information to reschedule

#### **5.2 Second Attempt**

If access remains unavailable, the utility shall mail written notice explaining:

- Opt-out of AMI policy
- A deadline to schedule installation (minimum 10 days)
- Applicable fees or consequences

A monthly non-compliance charge of \$50 shall be applied to the customer's utility bill until installation is completed.

### **5.3 Final Notice**

If denial continues, the utility shall:

- Issue a final written notice at least 15 days before potential service action
- Provide dispute resolution procedures
- Clearly state possible non-compliance charges and risk of disconnection

---

## **6. Opt-Out Provision**

No opt-out program exists.

---

## **7. Billing During Refusal**

If AMI installation or exchange is delayed HPU may continue billing based on:

- Existing meter readings, or
- Estimated consumption

---

Adopted by Commission Action



Closed Session Item 1



Item 1 – Closed Session: Land Acquisition Strategy

March 10<sup>th</sup>, 2026

James Bayliss  
Commission Chair  
1902 E. 6<sup>th</sup> Avenue  
Hibbing, MN 55746

RE: Item 1 – Closed Session: Land Acquisition Strategy

Dear Commissioners;

As per MN ST Ann 13D.05 subd. 3c, the Hibbing Public Utilities Commission is allowed to enter closed session to discuss strategy for the negotiation and acquisition of real property. HPU staff is recommending that the Commission enter closed session according to this statute to discuss the purchasing of parcel: 141-0040-00060.

Sincerely;



Luke J. Peterson

