

# **MINUTES OF THE PROCEEDINGS**

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

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Minutes of the regular meeting of the Public Utilities Commission, Hibbing, Minnesota, 1902 E. 6<sup>th</sup> Ave., Hibbing, MN 55746, held on July 21, 2026. Meeting held at Hibbing City Hall, 401 E. 21<sup>st</sup> St., Hibbing MN. Commissioner Chair Bayliss called the meeting to order at 5:05 p.m. In attendance were Commissioner Bayliss, Commissioner Sandstede, Commissioner Hart, Commissioner Stokes, Commissioner Babich, Legal Counsel, Andy Borland; Senior Director of Human Resources & Organizational Development, Kendra Powers; Engineering Manager, Paul Skubinna, Power Plant Manager, Dan Edwards; Customer Service Supervisor, Jill Hietala, Electrical Manager, Samantha Adams, Executive Assistant, Magan Schoeben; and Grant Writer & Engagement Specialist, Eliot Dixon. Also in attendance were HPU Employee & Local 94 Union President, George Pogachnik, HPAT Rep., Ron Wirkkula, and Bolton & Menk, Inc. Rep., Andy Brotzler.

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

Item 5.C was moved to Item 6.A. Item 6.I was moved to Item 6.B. Item 6.H moved to New Business. Item 6.A is now Item 6.C, Item 6.B is now Item 6.D, Item 6.C is now Item 6.E, Item 6.D is now 6.F, Item 6.D is now 6.F, Item 6.E is now Item 6.G, Item 6.I is now Item 6.H.

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

Motion by Commissioner Hart supported by Commissioner Stokes to approve the meeting minutes from July 7, 2026, Commission Meeting.

Motion carried 4-0.

Commissioner Babich was absent during motion.

### **Item 4. CITIZENS' FORUM**

None

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

Item 5. A      Approve invoices >\$10,000 & approve the Bills & ACH Transfers dated May 30, through July 9, 2026.

Item 5. B      Approve the payroll paid & overtime report for June 11, 2026, June 25, 2026, and July 9, 2026, pay dates.

Item 5. C      Approve Meter Technician to Attend UMMA Summer Meeting

Item 5. D      Approve Water Crew Mechanics & Supervisor to Attend Annual Northern Operator Expo

Item 5. E      Approve Request for Contribution to Alpha Delta Kappa-Phi

Motion by Commissioner Sandstede supported by Commissioner Hart to approve Consent Agenda Items 5.A, 5.B, 5.E.

Motion carried 4-0

Commissioner Babich was absent during review and did not make a motion.

Discussion regarding 5.C UMMA Summer Meeting. Commission requested further information regarding the event.

Discussion regarding 5.D Approve Water Crew Mechanics & Supervisor. Commission requested further information regarding if the event provided continuing educational credits towards employees license.

Motion by Commissioner Sandsted supported by Commissioner Stokes to pull Item 5.C from Consent Agenda and to approve Item 5.D, Water Crew Mechanics & Supervisor to attend Annual Northern Operator Expo.

Motion carried unanimously.

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### **Item 6. FINANCIALS & RISK MANAGEMENT**

#### **Item 6.A          Approve June 2026 Financials**

Motion by Commissioner Hart supported by Commissioner Babich to approve June 2026 Financials.

Motion carried unanimously.

#### **Item 6.B          Request to transfer from 4M Account**

Discussion regarding if the transfer of funds is coming from the interest of the 4M account or the fund itself. Paul Skubinna clarified the transfer would be from the fund itself. Commission discussed need to see a breakdown of finances and have a meeting to review finances.

Motion by Commissioner Hart supported by Commissioner Bayliss to approve transfer from 4M fund to the operating fund in the amount of 2.7 million.

Motion carried 4-1  
Opposed Commissioner Stokes

Motion by Commissioner Sandstede supported by Commissioner Stokes for the Commission to meet on July 28, 2026 at 8:00am, for the purpose of discussing HPU financials.

Motion carried unanimously.

#### **Item 6.C          Request to Approve Engineering Services**

Motion by Commissioner Bayliss supported by Commissioner Babich to approve to go to bid for engineering services for New Haven Drive Phase 2.

Role call vote conducted by Legal Counsel, Andy Borland.

Commissioner Stokes "Against", Commissioner Hart "Against", Commissioner Babich "For", Commissioner Sandstede "Against", Commissioner Bayliss "In Favor"

Motion failed 2-3.

#### **Item 6. D          Request to go out to Bid for New Haven Drive Phase 2 – Mahoney Manor Water Main.**

No action taken as Item 6.C failed. Item 6.D is directly related to Item 6.C.

No action taken.

#### **Item 6.E          Approve Quotes for Materials for Beltline Substation**

Motion by Commissioner Hart supported by Commissioner Stokes to approve quotes for materials for Beltline Substation.

Motion carried unanimously.

#### **Item 6. F          Approve Wesco Materials Purchase for Beltline Substation**

Motion by Commissioner Stokes supported by Hart Commissioner to approve Wesco materials purchase for Beltline Substation.

Motion carried unanimously

#### **Item 6. G          Recommendation of Bid Award for the 4th & 4th Project**

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Motion by Commissioner Babich supported by Commissioner Bayliss to approve recommendation of bid award for the 4th & 4th project.

Motion carried unanimously.

Item 6. H Request to Approve Construction Phase Engineering Services

Motion by Commissioner Babich supported by Commissioner Bayliss to approve request to construction phase engineering services.

In favor, Commissioner Sandstede, Commissioner Babich, & Commissioner Bayliss.

Opposed, Commissioner Stokes & Commissioner Hart.

Motion carried 3-2

Item 6. I Hydrants Replacement Project Change Order Request

Motion by Commissioner Hart supported by Commissioner Stokes to approve Hydrants Replacement Project Change Order Request.

Motion carried unanimously.

### Item 7. POLICY & GOVERNANCE

Item 7. A Approval of Purchasing Policy

Motion by Commissioner Stokes supported by Commissioner Babich to approve the Purchasing Policy as presented.

Motion carried unanimously.

Item 7. B Request Formation of Finance Committee

Motion by Commissioner Babich supported by Commissioner Sandstede to approve to Request Formation of Finance Committee.

Motion carried unanimously.

### Item 8. OLD BUSINESS

### Item 9. NEW BUSINESS

Commission agrees to Hibbing Public Utilities having conversations with the City of Hibbing regarding shared services.

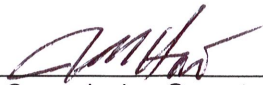
No action taken.

### Item 10. ADJOURNMENT

Motion by Commissioner Stokes supported by Commissioner Babich to adjourn the meeting at 6:35pm.

Motion carried unanimously.

Attest:

  
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Jeff Hart, Commission Secretary

  
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James Bayliss, Chair

Meeting materials are available at [www.hpuc.com](http://www.hpuc.com).  
The next meeting is a working session scheduled for Tuesday, August 4, 2026  
at 4:00 p.m. at Hibbing City Hall, 401 E. 21<sup>st</sup> St., Hibbing MN 55746.