

Bagley Public Utilities
Commissioners Meeting
June 14, 2023

Chairman Thomas Lillegaard called to order the regular meeting of the Bagley Public Utilities Commission on June 14, 2023 at 10:00am. Also present for the meeting were Commissioners Dennis Merschman and Stuart Lien, and managers Bill Masterson and Vicky Fletcher.

Merschman made a motion to approve the minutes as written for the regular board meeting held May 18, 2023. Lien seconded, motion carried.

Board discussed the list of May 2023 expenditures. Fletcher stated the full invoice amount for Reierson Construction was determined to be eligible costs under USDA project and therefore paid in full by interim funding. Merschman moved to approve the May 2023 expenditures, with second made by Lien. Motion carried.

After the June 2023 invoices were reviewed, Merschman made a motion to authorize payment of the June bills. Lien seconded, and motion carried.

Fletcher contacted MaryJane Schultz with MN PFA and verified the City could directly draw the balance of loan funds to pay Widseth for Hwy #92 Project engineering services. Following discussion regarding the Widseth invoice and communication with Widseth, motion was made by Merschman directing Fletcher to request final amount of \$71,344.27 on 2018 MN PFA Clean Water loan and remit to Widseth as payment in full for WSN services on Project #2019-11819. Lien seconded, motion carried.

Masterson updated Board on results of bonding bill. Bagley was awarded a \$7.2 million matching-funds grant, which City intends to mesh with USDA funds for the Water and Sewer Infrastructure Project. Several people participated in zoom meeting with MaryJane Schultz on June 13th to discuss the process for utilizing grant monies which will be managed through the MN PFA.

Masterson provided other updates including:

- ponds have been tested and are discharging;
- summer help working out well;
- installation completed on internet project but no recommendations yet for revising services provided; and
- Duane Lewis expected to start work on July 1, 2023. No other applications have been received at this time.

Masterson discussed the water and sewer project noting progress, customer concerns, and issue with water and sewer for Red Lake Ave SW not stubbed out of Hwy #2.

Lien made a motion officially designating June 19th, Juneteenth, as a paid holiday in alliance with the City of Bagley, as prompted by MN statute. Merschman seconded, motion carried.

Fletcher asked Commission to increase the interest rate for customer service deposits. The new annual rate of 4.7%, determined by the MN Dept of Commerce, will become effective July 1, 2023. Motion by Merschman and second by Lien to adjust the rate as stated. Motion carried.

Board reviewed the new distribution of designated funds presented by Fletcher. The adjustments reflect updates on planned projects and purchases, and increases for most emergency operating funds. Merschman made the motion to approve the revised schedule. Lien seconded and motion carried. The following is a list of the new designation:.

Emergency Operating Revenue		Designated Funds	
Electric	\$250,000	Planned Projects:	\$ 10,000
Water	\$ 50,000	--AMR	\$ 35,000
Sewer	\$ 50,000	--GPS System/Software	\$ 50,000
Gas	\$150,000	--water infrastructure	\$ 65,000
TOTAL	\$500,000	--sewer infrastructure	\$ 65,000
		--gas line loop	\$150,000
		Vehicle/Equipment:	\$ 50,000
		--bucket truck	\$175,000
		--replace trencher	\$ 75,000
		Future Projects	\$ 75,000
		TOTAL	\$750,000.

Being no further business to come before the Commission, a motion was made by Merschman, seconded by Lien, and carried to adjourn the meeting.

Thomas Lillegaard, Chairman

Attest:

Vicky Fletcher, Business Manager