

Pursuant to due call and notice thereof, Commissioner Ardner called to order the regular meeting of the Mora Public Utilities Commission at 3:00pm on Monday, February 14, 2022, in the city hall council chambers.

2. **Roll Call:** Present: Commissioners Greg Ardner and Ryan Christianson  
Commissioner Brett Baldwin arrived at 3:05pm  
Staff Present: Administrative Service Director Natasha Segelstrom, Public Works  
Director Joe Kohlgraf, Deputy Clerk Mandi Yoder, Community Development  
Director Angela Grafstrom
3. **Adopt Agenda:** MOTION made by Christianson, seconded by Ardner, and unanimously carried by the PUC to approve the agenda as presented.
4. **Consent Agenda:** Ardner presented amended meeting minutes from the Joint City Council-PUC Meeting January 18, 2022. MOTION made by Christianson, seconded by Ardner, and unanimously carried by the PUC to approve the consent agenda as amended.
  - a. Regular Meeting Minutes – January 18, 2022
  - b. Joint City Council-PUC Meeting Minutes- January 18, 2022
  - c. January 2022 Claims
5. **Open Forum:** No one spoke at open forum.
6. **Special Business:**
  - a. **ISD #332 School District Water & Sewer Availability Charges:** ISD #332 Superintendent, Dan Voce and ICS Project Manager Evan Johnson brought forward concerns with the Water Availability Charge and Sewer Availability Charge (WAC/SAC) for the new high school construction. On October 7, 2021, Mora Public Schools received an invoice for WAC/SAC charged based on Equivalent Dwelling Units (EDU). The rate of secondary school facilities is 1 EDU per 25 students. The construction had been designed for 800 students. The WAC/SAC services totaled \$124,800 for the new construction. Voce questioned the charge for and explained he was not anticipating the expense since the number of students did not increase, it would replace services for the current school, and it would not increase number of services. Voce explained at previous meetings, the charge had not been discussed and that. Johnson explained previous projects he had worked on gave credit for the current service and there was no charge, as there was no increase in services with the termination of the old.

Ardner explained based on the conditional use permit, Resolution No. 2021-423, the anticipated student count had been 952 students, 125 staff and the permit noted that occupancy could increase to 1,095 student and 130 staff and that the WAC/SAC had only charged based on 800 students. Ardner explained that the WAC/SAC fees had been discussed in previous meetings with city staff.

Johnson asked whether the PUC would consider reducing any of the charges for credit from the existing building. Ardner further explained the school had been undercharged for the services based on the Conditional Use Permit and explained that he did not want to set a precedent in the community and waive the fees.

Voce thanked the PUC for their time and explanation of the charges and understood the City's responsibility wanted to gain better understanding of the fees and wanted to gain a better understanding and ask if it had been in addition to or replacement of with the fees. MOTION made by Christianson, seconded by Baldwin and unanimously carried by

the PUC to keep the charges for the Water & Sewer Availability Charges as initially charged for ISD #332.

**7. New Business**

- a. MMUA Scholarship: Segelstrom brought forward scholarship opportunity for local high school students. The scholarship is funded through Minnesota Municipal Utilities Association. She explained the essay requirements and the local governing utility body would select one winner, which would then be submitted to a statewide competition that would provide an opportunity for the scholarship. Due to time constraints and PUC review, recommended that all scholarship essays be submitted to City Hall by April 8, 2022, and included in the PUC meeting packet for the April 18, 2022, meeting. MOTION made by Baldwin, seconded by Christianson, and unanimously carried to move forward with the MMUA Scholarship opportunity.
- b. Lift Station Pump: Kohlgraf presented a quote to install an additional pump to the wastewater treatment plant and existing main sewage lift station to increase efficiencies. He explained the 20hp pump had been budgeted for \$35,000 in 2022 and requested for approval to move forward with the purchase quote of \$ 28,572.45. The quote included additional plumbing and Kohlgraf requested the PUCs approval to move forward and not to exceed \$31,000, which included incidentals. MOTION made by Christianson, seconded by Baldwin and unanimously carried by the PUC to approve purchase of the 20hp pump, not to exceed \$31,000.

**8. Old Business:**

- a. None

**9. Communications:**

- a. Quarterly Financial Reports: King recapped the 4<sup>th</sup> quarter financial report for 2021. She stated in all three funds the revenues were over budget and expenditures were under budget. King explained that the cash balance and unrestricted fund balance are healthy and will easily sustain the upcoming CIP projects.

**10. Reports:**

- a. Administrative Services Director: Nothing new to report.
- b. Public Works Director: Kohlgraf stated that newest staff was doing well. There had been a water leak East of town. Staff would be monitoring the water temperatures throughout town and issues near Mille Lacs with their water towers freezing.
- c. Commissioner Baldwin: Nothing new to report.
- d. Commissioner Christianson: Nothing new to report.
- e. Chairperson Ardner: Ardner explained that he had gone to the capital and testified with the Mayor for Senate File 2248 expansion of the PUC from three members to five. He explained that it had been approved and moved forward. He explained the following day he testified for House File 2454. The following day there be another testimony before the government affairs office and detailed the process upon approval.

11. **Closed Session:** This portion of the meeting was closed pursuant to MN State Statute § 13D.05 by Public Utilities Commissioner Chair Ardner to evaluate the performance and determine future employment status of Jason Hulbert. The following persons were in attendance: Chair Ardner, Commissioners Baldwin and Christianson, Administrative Services Director Segelstrom, Public Works Director Kohlgraf and Deputy Clerk/Human Resources

Yoder.

MOTION made by Baldwin, seconded by Christianson, and unanimously carried to close the meeting at 3:28pm.

MOTION made by Christianson, seconded by Baldwin and unanimously carried to open the meeting at 3:36pm

MOTION made by Christianson, seconded by Baldwin and unanimously carried by the PUC to approve the termination of water/wastewater operator III, Jason Hulbert effective February 18, 2022 as determined in the closed session.

- 12. Adjournment:** MOTION made by Baldwin, seconded by Christianson, and unanimously carried to adjourn at 3:38 pm.

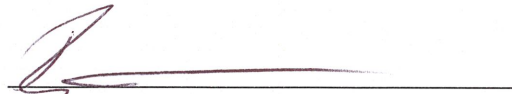
  
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Chair

  
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Secretary

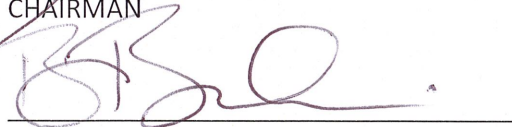



MORA MUNICIPAL UTILITIES  
PUBLIC UTILITIES COMMISSION CHECK LIST

THE JANUARY/FEBRUARY 2022 CLAIMS HAVE BEEN APPROVED FOR PAYMENT BY:

  
CHAIRMAN

  
COMMISSION MEMBER

  
COMMISSION MEMBER

  
SECRETARY