

**DULUTH PUBLIC UTILITIES COMMISSION**  
**Meeting Minutes**  
**June 21, 2016**

**Members Present:** Councilor Zack Filipovich, Jim Lewis, Rob Prusak, Jason Thorsell, Councilor Em Westerlund; Jen Julsrud arrived at 5:22 p.m.

**Members Absent:** Councilor Joel Sipress

**Staff Present:** Bob Asleson, Jim Benning, Leanna Gilbert, Howard Jacobson, Eric Shaffer, Glenn Strid

**Call to Order:** The meeting was called to order at 5:17 p.m. by President Prusak.

**Approval of previous meeting minutes**

**New business:**

**16PUC-005 - RESOLUTION ESTABLISHING PENALTIES FOR UNAUTHORIZED GAS RECONNECTION.**

Eric Shaffer restated that he would prosecute to the full extent of the law in addition to any penalty set for unauthorized gas reconnection. After a brief discussion, Commissioner Filipovich motioned to approve resolution 16PUC-005, and the resolution was approved unanimously.

**16PUC-006 - RESOLUTION ESTABLISHING PENALTIES FOR UNAUTHORIZED WATER RECONNECTION.**

Commissioner Filipovich motioned to approve resolution 16PUC-006, and the resolution was approved unanimously.

**16PUC-007 - RESOLUTION REQUESTING CITY TO ESTABLISH FEE FOR PROCESSING CREDIT CARD PAYMENTS OVER THE TELEPHONE.**

There was some discussion about various aspects of the credit card processing issue. Vice President Thorsell stated that he would like to see statistics on whether the number of people paying this way drops in a few months if this resolution passes. Commissioner Filipovich asked how long it would be before it would appear before City Council. Bob Asleson stated that it would probably be on the agenda for the second meeting in July. Commissioner Julsrud motioned to approve resolution 16PUC-007, and the resolution was approved 5-1 (Thorsell).

**Updates from staff**

Eric Shaffer reported that the Michigan Street project has been broken into four phases. Phases one and two are complete. The water main should be in so that the street can be open by Sidewalk Days. We put in a 20" HDPE pipe with services on it. We bid the project to line the sanitary sewer pipes on Superior Street. This will be on the Council agenda for less than \$1M.

**Upcoming Council actions**

Jim Benning mentioned items on the City Council agenda, including an assessment agreement for gas to Cirrus, application for a grant to install the gas main to Cirrus, the intent to extend sanitary sewer on Minnesota Avenue, replacement of a retaining wall on Anna Street, a resolution honoring the Orlando shooting victims, a resolution to receive money from the state for the 63<sup>rd</sup> Avenue West flood project, the Lakewood HVAC project move from design to construction, a resolution to install gas main to Cirrus, lining of Superior Street, an ordinance regarding penalties for illicit discharges, an ordinance giving this

Commission authority to hear appeals under Chapter 43, and an ordinance amending Chapter 2 allowing this Commission to hear and decide appeals under Chapters 43, 43A and 48 of the City Code.

#### **Commissioner questions or comments**

President Prusak mentioned that he had Comfort Systems at his house to work on his water heater, and it was a very positive experience. He really appreciates the work that they do.

President Prusak asked who was doing the majority of the work for the water plant HVAC project. Eric Shaffer answered that Shannon's, a mechanical contractor out of International Falls, would be doing the work. This has been bid. The demolition part of the construction is complete. As soon as the equipment arrives, they will begin installation. This project should be fairly close to budget unless there are change orders.

Commissioner Westerlund asked if anyone knew if there is a deadline for a decision on the Superior Street reconstruction. Jim Benning said no. The process is moving forward as if it is going to happen. We will be ready to build that project if money becomes available.

#### **Preview of upcoming business**

The City Council has a summer break from mid-July to mid-August, so the Commission discussed adjusting their meeting schedule to reflect that. Commissioner Julsrud motioned to cancel the July meeting, and the motion was approved unanimously. The next meeting will be on Tuesday, August 16, 2016, at 5:15 p.m. in City Council Chambers. The Commission will begin to review the 2017 utilities budgets.

**Adjournment:** The meeting was adjourned at 5:45 p.m.