

# **WATER AND LIGHT COMMISSION MINUTES REGULAR MEETING MARCH 14, 2011**

The regular meeting of the Water and Light Commission was called to order in the Worthington Public Utilities Conference Room at 3:00 P.M., DST, by President Robert J. Demuth with the following members present: James Elsing, Ron Wood and Gary Hoffmann. Randy Thompson arrived at 3:20 p.m.

Staff members present were Scott Hain, General Manager; Deb Scheidt, Secretary to the Commission

Others present: None

## **AGENDA ADDITIONS/CLOSURE**

A motion was made by Commissioner Wood, seconded by Commissioner Hoffmann and unanimously carried to close the agenda as presented.

## **WATER AND LIGHT COMMISSION MINUTES**

A motion was made by Commissioner Hoffmann, seconded by Commissioner Wood and unanimously carried to approve the Water and Light Commission minutes of the regular meeting held February 7, 2011.

## **FINANCIAL STATEMENTS AND STAFF REPORTS**

A motion was made by Commissioner Wood, seconded by Commissioner Hoffman and unanimously carried to accept the un-audited financial statements for December 2010 and the sales and staff reports for February 2011.

## **ADOPT RESOLUTION RELATING TO REFUNDING OF ELECTRIC REVENUE BONDS**

Scott Hain, General Manager, provided the Commission with a draft resolution relating to the refunding of outstanding Electric Revenue Bonds, Series 2001A. The resolution authorizes the issuance of \$1,300,000 in Electric Revenue Refunding Bonds, Series 2011A, to provide the capital necessary to retire the 2011 through 2016 maturities of the Series 2001A bonds. Through the resolution, Ehlers & Associates, Inc., is authorized to solicit proposals for the sale of the Series 2011A bonds on a negotiated basis. The resolution also establishes a "Pricing Committee", consisting of the Mayor, the City Finance Director and the General Manger of Utilities and authorizes that committee to approve the sale of the bonds in a principal amount not to exceed \$1,300,000 provided that a total savings of at least \$50,000 is achieved. Mr. Hain also

provided the Commission with the Pre-Sale Report from Ehlers & Associates and a draft bond run.

After discussion, it was moved by Commissioner Thompson and supported by Commissioner Wood that the following resolution be adopted:

RESOLUTION NO. 2011-1

Resolution Relating to \$1,300,000 Electric Revenue Refunding Bonds, Series 2011A; Authorizing the Sale Thereof, Fixing the Form and Details, Providing for the Execution and Delivery Thereof and Security Therefor

(Refer to Resolution File for complete copy of Resolution)

Upon a roll call vote, the following Commission members voted aye: Ron Wood, James Elsing, Randy Thompson, Gary Hoffmann and Robert J. Demuth.

Voting nay: None

Absent and not voting: None

President Demuth declared the resolution passed by the Water and Light Commission.

**QUARTERLY HALOACETIC ACIDS (HAA5) AND TRIHALOMETHANE (THM) RESULTS**

A copy of the letter from the Minnesota Department of Health (MDH) to the Water and Light Commission dated March 2, 2011, and the Final Report generated February 18, 2011, for the Quarterly Haloacetic Acids (HAA5) and Trihalomethane (THM) Results was provided to the Commission.

A motion was made by Commissioner Wood, seconded by Commissioner Hoffmann and unanimously carried to receive the Quarterly Haloacetic Acids (HAA5) and Trihalomethane (THM) Report.

**WATER DEPARTMENT STAFFING**

Utility staff and the Commission held a discussion on current and future staffing for the Water Department. There are currently six full-time employees in the Water Department. Mr. Hain reported that one of these employees has been on a worker's compensation leave of absence since November 4, 2010, and that his return to work status is uncertain at this time. Mr. Hain noted that the employee currently out on leave, as well as two additional Water Department employees, are currently eligible for PERA retirement.

After discussion, a motion was made by Commissioner Wood, seconded by Commissioner Hoffmann and unanimously carried to amend the 2011 Water Department budget to include up to \$25,000 for the hiring of an additional full-time permanent water operator and to proceed with the hiring process.

#### **AMI/AMR/LOAD MANAGEMENT PROJECT UPDATE**

Scott Hain, General Manager, provided the Commission with an update on the installation of new electric meters and demand response units (DRU's).

#### **MINNESOTA POLLUTION CONTROL AGENCY CERTIFICATE OF COMMENDATION**

Scott Hain, General Manager, reported that the Worthington Public Utilities Wastewater Treatment Facility is the recipient of a Certificate of Commendation awarded by the Minnesota Pollution Control Agency (MPCA) for the period October 1, 2009, through September 30, 2010. The award recognizes Worthington Public Utilities for outstanding operation, maintenance and management of our municipal wastewater treatment system. A copy of the letter from the MPCA dated March 3, 2011, to Mayor Oberloh was provided to Commission members. Commission members expressed their appreciation for a job well done by the Wastewater Department staff.

#### **AMERICAN PUBLIC POWER ASSOCIATION (APPA) SAFETY AWARD**

Scott Hain, General Manager, reported that Worthington Public Utilities received notice that we scored an incident rate of 0 thus achieving first place in Group B (systems with 15,000 to 29,999 worker-hours of exposure) of the American Public Power Association Safety Contest. This is the tenth time in the last twelve years (and the fifth consecutive year) that WPU has taken first place in our category. Commission members expressed their appreciation for a job well done by the Electric Department staff.

#### **AMERICAN PUBLIC POWER ASSOCIATION (APPA) LEGISLATIVE RALLY**

Commissioners Thompson and Wood and Scott Hain, General Manager, gave a verbal report on the American Public Power Association Legislative Rally held in Washington, D.C., from February 28 through March 3, 2011.

#### **MINNESOTA MUNICIPAL UTILITIES ASSOCIATION (MMUA) WINTER LEGISLATIVE CONFERENCE**

Scott Hain, General Manager, reported that the Minnesota Municipal Utilities Association Winter Legislative Conference will be held March 30 through April 1, 2011, in Bloomington, Minnesota. A copy of the tentative agenda was provided to Commission.

## **REGIONAL BIOSCIENCE CONFERENCE**

Commission members were provided with a draft agenda for the 7<sup>th</sup> Annual Regional Bioscience Conference being held April 7-8, 2011, at Minnesota West Community and Technical College. The conference is hosted by Worthington Regional Economic Development Corporation.

## **UTILITY BILLS PAYABLE**

A motion was made by Commissioner Thompson, seconded by Commissioner Hoffmann and unanimously carried to approve the utility bills payable totaling \$247,117.58 for February 11, February 18, February 25, March 4 and March 11, 2011.

## **ADJOURNMENT**

A motion was made by Commissioner Thompson, seconded by Commissioner Wood and unanimously carried to adjourn the meeting at 4:23 P.M., DST. President Demuth declared the meeting adjourned.

Deb A. Scheidt  
Secretary to the Commission