

WATER AND LIGHT COMMISSION MINUTES

REGULAR MEETING

APRIL 18, 2011

The regular meeting of the Water and Light Commission was called to order in the Worthington Public Utilities Conference Room at 3:05 P.M., DST, by President Robert J. Demuth with the following members present: James Elsing and Gary Hoffmann. Absent were Randy Thompson (excused) and Ron Wood (excused).

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

Others present: None

AGENDA ADDITIONS/CLOSURE

A motion was made by Commissioner Elsing, 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 Elsing and unanimously carried to approve the Water and Light Commission minutes of the regular meeting held March 28, 2011.

FINANCIAL STATEMENTS AND STAFF REPORTS

A motion was made by Commissioner Elsing, seconded by Commissioner Hoffmann and unanimously carried to accept the Financial Statements and the Staff Reports for March 2011.

MINNESOTA WATER/WASTEWATER AGENCY RESPONSE NETWORK (MnWARN)

Eric Roos, Water Superintendent, provided Commission members with a PowerPoint presentation on MnWARN. MnWarn, (Minnesota Water/Wastewater Agency Response Network) is a pre-established mutual aid agreement among a network of Minnesota utilities where water, wastewater and storm water utilities can obtain emergency assistance in the form of personnel, equipment, supplies and other associated services from outside the area of impact. After the PowerPoint presentation, a general discussion was held on the contents of the mutual aid agreement including administration of MnWARN, requests for assistance, responsibilities of the responding and receiving parties, cost reimbursement, duty to indemnify, workers' compensation and insurance.

After discussion it was the consensus of the Commission that the water and wastewater departments should participate in the MnWARN program. Utility staff will discuss participation

in the program with the City as it relates to the stormwater utility. Once the City has made a decision on whether to participate, the appointment of an authorized official and a resolution authorizing Worthington to be a party to MnWarn will be presented to the Commission for consideration.

TENNIS COMPLEX

At their October 18, 2010, regular meeting, the Commission discussed a request from ISD #518 for Worthington Public Utilities (WPU) to consider participating in the construction of a new tennis court complex in the community. At that time, the Commission indicated that WPU might be able to participate in the project by providing labor and/or materials for the electric, water and sewer components of the project on an in-kind basis.

At Monday's meeting, Scott Hain, General Manager, provided the Commission with information on the proposed project plan sheets, how the project relates to electric, water and sewer utilities, approximate costs associated with the utility components of the project and the proposed timelines.

Mr. Hain reported that, at this point, we are uncertain what our participation level could be with the water and sewer components since that portion of the project is off the right-of-way and on private property and would have to be accomplished by a licensed plumber. That portion of the project will also be bid separately.

Mr. Hain emphasized that the timeline for the electrical component of the project is a critical factor in our decision on whether to participate. He also reported that a lighting cost estimate received from the architect is significantly higher than what staff estimates the cost would be to provide lighting for the complex. The project architect did indicate that the lighting component of the project could be eliminated from the bid and bid separately. Should that component be eliminated from the bid, WPU could assist ISD #518 with the lighting specifications and the bid process.

At this point, Mr. Hain recommended that he meet with ISD #518 staff to discuss their timeline associated with the lighting component of the project and, if timing didn't appear to be an issue for the district, propose that ISD #518 consider eliminating the lighting component of the project from the bid for the tennis court construction and handle lighting separately with assistance from WPU. Commission members were in consensus with Mr. Hain's recommendation.

LEWIS & CLARK PROJECT UPDATE

Scott Hain, General Manager, provided the Commission with a letter dated April 4, 2011, from Troy Larson, Executive Director of Lewis and Clark Regional Water System, which included information on the current status of project funding and short-term and long-term project planning for the Lewis and Clark Regional Water System project. Commission members were also provided with a memorandum prepared by Davenport Evans, Lewis and Clark's legal

counsel, discussing the Amended and Restated Commitment Agreement provisions relating to a capital call.

MINNESOTA POLLUTION CONTROL AGENCY (MPCA) COMPLIANCE EVALUATION INSPECTION

Scott Hain, General Manager, reviewed the results of the Minnesota Pollution Control Agency (MPCA) Compliance Evaluation Inspection conducted on March 29, 2011, at the Wastewater Treatment Facility. A copy of the letter from the MPCA to Mayor Oberloh dated March 31, 2011, and the Compliance Evaluation Report was provided to Commission members. The report states that no violations of the terms and conditions set forth in the National Pollutant Discharge Elimination System (NPDES) permit were noted for the period of January 1 through December 31, 2010.

WELLHEAD PROTECTION AREA TOUR

Scott Hain, General Manager, reported that he has made tentative plans for a tour of the Lake Bella Wellhead Protection Area for members of the Commission and trustees of the E.O. Olson Trust Fund. Commission schedules were discussed and the tour was tentatively scheduled for Wednesday, May 4, at 10:30 a.m. E.O. Olson Trust Fund trustees will be contacted. Utility staff will get back to the Commission on a definite date and time.

MISSOURI RIVER ENERGY SERVICES (MRES) ANNUAL MEETING

Scott Hain, General Manager, reported that the Missouri River Energy Services (MRES) Annual Meeting will be held in Sioux Falls on Tuesday and Wednesday, May 10-11. Commission members were asked to indicate their intentions regarding attendance so that registrations can be completed.

UTILITY BILLS PAYABLE

A motion was made by Commissioner Hoffmann, seconded by Commissioner Elsing and unanimously carried to approve the utility bills payable totaling \$71,983.41 for March 31, April 8 and April 14, 2011.

ADJOURNMENT

A motion was made by Commissioner Elsing, seconded by Commissioner Hoffmann and unanimously carried to adjourn the meeting at 4:15 P.M., DST. President Demuth declared the meeting adjourned.

Deb A. Scheidt
Secretary to the Commission