

PUBLIC UTILITIES COMMITTEE

MONDAY, JANUARY 13, 2025 7:00 AM

City Hall Council Chambers -

Mike Lorensen

Kelly Langness

Scott Pream

Michele McCraw

1. NOMINATE CHAIR

CALL TO ORDER

3. ROLL CALL

4. APPROVE SUMMARY OF DISCUSSION

4.1. Approval of December 9, 2024 Public Utilities Committee Minutes

5. WATER

5.1. Project Updates

5.2. Other

6. ELECTRIC

6.1. Project Updates

6.2. Other

7. BILLING OFFICE

7.1. Budget-to-Actual December 2024

8. IT

8.1. Project Updates

8.2. Other

9. OTHER

10. ADJOURNMENT

Public Utilities Committee Meeting Minutes

Monday, December 9, 2024

CALL TO ORDER

This meeting is officially called to order at 4:30 pm on December 9, 2024 by Mike Lorenson.

ROLL CALL

The following councilmembers were present: Mike Lorenson, Brian Holmer, Scott Pream and Michele McCraw. Other present: Angela Philipp, City Administrator; Jeremy Treitline, Senior Billing Specialist; Joanne Olson, IT Coordinator; Wayne Johnson, Water Department Superintendent; Brian Jacobson, Electrical Superintendent.

APPROVE SUMMARY OF DISCUSSION

Approval of November 11, 2024 Public Utilities Committee Minutes

The Committee members reviewed the summary, and no changes were recommended.

PRESENTATION/PUBLIC INFORMATION

HDR update on dam project/study

Nate Dalager from HDR noted they are working through the dam relicensing process (it's a 4-5 year process). He noted the following entities had requests:

- MPCA asked the city to do a metric study that includes depths of the reservoir and below the dam and a sediment accumulation study.
- MNDNR asked for a fish passage study, fish protection feasibility study (turbines), recreational study (portage/fishing access) and mussels/clams.
- SHIPO asked for an artifacts, burial sites, sensitive cultural resources study. He noted everything over 10 years old is now out of date; the last study was done in 2003. An archaeologist would need to be hired.

Nate explained he send a letter at the end of August to the DNR on proposed study requests.

WATER

Project Updates

Wayne noted the waste water repair project was delayed due to weather and will proceed in June 2025.

Other

Wayne noted he hasn't received a CORP report on the reservoir. It will be presented at the January 7, 2025 City Council meeting.

Wayne noted the Coulee project has started.

Wayne also noted chemical bids will be opened on Thursday, December 12th and results will be brought to the 12/17/24 City Council meeting.

ELECTRIC

Project Updates

Brian noted the Norberg generator has been fixed (fuel filter) and should be up and running this week.

Brian noted the Ripple Voltage test occurred 12/3-12/5 and all tests look good. The Demand Response Test will be on 12/16 by Minnkota.

Scrap Bid Proposals

Brian reviewed the bid proposals from Evans and Phillips. The committee requested more research into each proposal, customer service and rates and bring it back to committee in January.

Other

Brian noted crews are working on replacing the purple streetlight bulbs.

Brian noted a memorandum was sent to Digikey regarding the Inadvertent Demand Adjustment (IDA) credit program.

Brian noted the 1000 VA transformer put in at the Ralph (with the new ice plant) has been replaced with a 750 VA transformer at the request of the Department of Labor. This was done on 12/5/2024.

BILLING OFFICE

Budget to Actual November 2024

Angela reviewed all accounts; committee had no questions.

Sanitation Package Options

Jeremy noted the need by residents to have additional options for garbage bag increments. After review the committee approved an RCA to council to add additional bag options of 350 and 400 quantities at \$5 increase per limit.

Utility Write-Offs

Angie reviewed the list and explained the list will go into either the recapture process, credit services or submitted to county to be placed on their taxes. Angie noted the amount owed has significantly decreased from past years. After review, the committee approved an RCA to council.

IT

Project Updates

Joanne noted the AI policy will also go to Administration Committee with anticipated approval to bring to Council 12/17/24.

Other

Joanne noted it is the 4th anniversary of the cyber incident that affected the City and Ralph Engelstad Arena and reminded the committee to use caution with emails, links and requests.

OTHER

Boards, Commissions and Committee Discussion

Angela reminded the committee an email will be sent out to review who is on the groups, requests to join groups or change groups.

ADJOURNMENT

There being no further discussion, the meeting was adjourned at 8:18 am.

COUNCIL ACTIONS:

RCA Sanitation Package Options

RCA Utility Write-offs

CITY OF THIEF RIVER FALLS MONTHLY STATUS REPORT

DEC 2024 USAGE

MONTH	ESTIMATE	ACTUAL	+ OR (-)	Percentage + OR (-)	Power Cost Adj billed to Customers
GALLONS BILLED	19,000,000	\$18,766,003	(233,997)	-1.23%	
Y.T.D.	304,000,000	\$284,355,635	(19,644,365)	-6.46%	
WATER REVENUE	\$ 217,100	\$ 228,742	\$ 11,642	5.36%	
Y.T.D.	\$ 3,100,000	\$ 3,087,200	\$ (12,800)	-0.41%	
WASTEWATER REVENUE	\$ 87,800	\$ 90,915	\$ 3,115	3.55%	
Y.T.D.	\$ 1,200,000	\$ 1,136,261	\$ (63,739)	-5.31%	
PURCHASE POWER	13,350,000	12,541,913	(808,087)	-6.05%	
Y.T.D.	145,995,000	140,672,520	(5,322,480)	-3.65%	
PURCH. POWER \$	\$ 1,035,000	\$ 1,005,955	\$ (29,045)	-2.81%	
Y.T.D.	\$ 11,800,000	\$ 11,597,731	\$ (202,269)	-1.71%	
BILLED K.W.H.	12,000,000	12,223,132	223,132	1.86%	
Y.T.D.	140,000,000	138,731,037	(1,268,963)	-0.91%	
ELECTRIC REVENUE	\$ 1,470,000	\$ 1,423,750	\$ (46,250)	-3.15%	\$47,877.01
Y.T.D.	\$ 17,100,000	\$ 16,735,088	\$ (364,912)	-2.13%	\$567,939.23
COST/KWH THIS MONTH			\$0.0802		
Y.T.D.			\$0.0824		
REV./KWH THIS MONTH			\$0.1165		
Y.T.D.			\$0.1206		

