

A REGULAR MEETING OF THE PUBLIC UTILITIES COMMISSION OF THE CITY OF VIRGINIA, MINNESOTA WAS HELD AT THE OFFICE OF THE DEPARTMENT OF PUBLIC UTILITIES ON MONDAY, MAY 22, 2023 AT 3:30 P.M.

Item 1. - Commission President Marwick called the meeting to order at 3:30 PM.

**Approved**

Present: Commissioners Baribeau, Johnson, Makowsky, Marwick, and Petroskey  
Absent: None  
Also Present: Cassandra Belak – Director of Finance; Mary Johnson – Supervisor – Customer Relations; Liz Motley – Virginia City Council; Representative – Virginia Public Access TV

Item 2 – A motion was made by Commissioner Petroskey and supported by Commissioner Johnson to approve the meeting agenda. Motion carried unanimously.

Item 3 – None

Item 4 (a) and (b) - A motion was made by Commissioner Petroskey and supported by Commissioner Baribeau to approve financial resolution No. 5337 - Authorizing the payroll dated May 4, 2023 in the amount of \$86,073.03, direct deposits #36996 through #37042; and the payroll dated May 18, 2023 in the amount of \$83,626.77, direct deposits #37043 through #37091; and the bills dated April 24, 2023 through May 19, 2023 in the amount of \$885,636.41, checks #114915 through #115040 and wire and electronic transfers in the amount of \$1,347,490.67; and Net Payment Adjustments for the month of April 2023 in the amount of \$3,313.28; and the Regular Commission Meeting minutes from the April 24, 2023 meeting.

Item 5 (a) – Commissioner Marwick stated there were no injuries reported for the month.

Item 6 (a) – Commissioner Marwick stated a draft of the MCE Gas Contract has been forwarded to the Duncan, Weinberg, Genzer, Pembroke Law Firm for review. A finalized contract will be presented at a future meeting.

Item 6 (b) – Commissioner Marwick stated that any commissioner interested in an iPad should notify Ms. Belak.

Item 7 (a) – Commissioner Marwick stated that since January 2023, there have been 2 water main breaks which is very low compared to the usual 25-30. He stated the large decrease can be attributed to the abundance of snow which kept the frost levels from going very deep.

Item 7 (b) – Ms. Belak gave an Audit Update stating VPU is waiting on adjusting entries from the auditors. She stated the holdup is resulting from a delay in information needed for OPEB. She further acknowledged the delay in VPU's audit does impact the flow of information to the City for their audit, but that the delay is beyond our control.

Item 8 (a) – Commissioner Marwick gave an operations update stating the plant has been running 20,000 lbs/hr of steam alternating the two package boilers every other week.

Item 8 (b) – Other discussion was held regarding the recent power outage. Commissioner Marwick, and Ms. Belak informed the Commission that the outage resulted from a failed transformer in the plant yard. Additionally, they noted that a replacement transformer has been purchased, but VPU is still waiting to receive a switch gear, and the necessary cabling. The plan is to replace the transformer this fall.

Item (9) – A motion was made by Commissioner Petroskey and supported by Commissioner Johnson to adjourn at 3:40 p.m. Motion carried unanimously.

ATTEST:

APPROVED:

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James Petroskey, Secretary

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Jeff Marwick, President