



**MINUTES
COHASSET PUBLIC UTILITY COMMISSION
305 NW FIRST AVENUE
COHASSET, MN 55721
MONDAY, JUNE 6, 2016 - 12:00 NOON**

1. **Call to Order:** Chair Jeff Sheldon called the Public Utilities Commission meeting to order at 12:00.

2. **Roll Call**

Present: Rachel Graf, Jeff Sheldon, Dan Toewe, and Paul Vanderlinde

Absent with Notice: Jim Mahon, and Bill Mager

Absent without Notice: Shar Solem

Others: Mayor Greg Hagy, Finance Director Max Peters, City Council Liaison Denny Blankensop, and Public Utilities Supervisor Bernie Hillman.

3. **Review and Approve Agenda**

Additions: #8 Portage Park Skating Rink Lights

Deletions: None

A motion was made by Toewe/Graf to approve the agenda as amended. Motion carried.

4. **Approve May 2, 2016 Minutes:** *A motion was made by Vanderlinde/Graf to approve the May 2, 2016 minutes as presented. Motion carried.*

5. **Mayor Greg Hagy and Max Peter:** Mayor Hagy thanked the PUC members for serving and explained the reasoning behind the Cohasset City Council's decision not to follow the PUC recommendation to forgive the charges on account #10120901. Sheldon questioned if the resident will be given extra time to pay the invoice. Hagy explained if the bill is not paid by the end of the year it will be added to his taxes.

Finance Director Max Peters explained that Council cannot give special treatment to one resident that other residents have not received and the policy is implicit. Extensive discussion took place regarding the natural gas policy and if the promotional credit should expire. In conclusion, Peters commented the numbers of natural gas customers are constantly increasing, there will be upcoming changes in operations and management, and the natural gas policy will be tightened up as needed.

6. **Natural Gas Policy** – This item was discussed in item #5 and any changes in policy will be presented to the PUC.

7. **PUC Attendance Policy (Bylaw Review)** – Chair Jeff Sheldon noted that the PUC Bylaws do not address attendance and suggested three unexcused absences in a calendar year as the basis for dismissal from the PUC. Toewe suggested a year-to-date attendance chart at the end of the minutes.

8. **Portage Park Skating Rink Lights** – Jeff Sheldon performed a profile on the lights at Portage Park and reported there are ten cans at 1500 watts per bulb. The City actually uses 7000 kilowatts in the winter and 4000 kilowatts in the summer. Sheldon recommend a local LED consultant look at changing out the lights to LED and noted he can obtain rebates for the City.

Chair Jeff Sheldon adjourned the meeting at 1:00 p.m.

Submitted by Deputy Clerk Karen Mester

Approved: 9/131216

DATE	1/4/16	2/1/16	3/7/16	4/4/16	5/2/16	6/6/16	7/4/16	8/1/16	9/5/16	10/3/16	11/7/16	12/5/16
Jeff Sheldon (Chair)	NM	NM	NM	NM	P	P	NM					
Bill Mager (Vice Chair)	NM	NM	NM	NM	P	UA	NM					
Rachel Graf	NM	NM	NM	NM	P	P	NM					
Jim Mahon	NM	NM	NM	NM	Not a member	EA	NM					
Dan Toewe	NM	NM	NM	NM	EA	P	NM					
Shar Solem	NM	NM	NM	NM	UA	UA	NM					
Paul Vanderlinde	NM	NM	NM	NM	P	P	NM					

P = Present

EA = Excused Absence

UA = Unexcused Absence

NM = No Meeting