



**MINUTES  
COHASSET PUBLIC UTILITY COMMISSION  
305 NW FIRST AVENUE  
COHASSET, MINNESOTA 55721  
MONDAY, SEPTEMBER 9, 2019 - 12:00 NOON**

1. **Call to Order:** Chair Rachel Graf called the meeting to order at 12:01 p.m.

2. **Roll Call:**

**Present:** Rachel Graf, Bob Connolly, Jim Mahon, Jeff Sheldon, Dan Toewe, and Jack Yates

**Absent with Notice:** Bernie Hillman & Max Peters

**Absent without Notice:** None

**Non Officio Members:** None

3. **Business or Resident Input:** Deputy Clerk Treasurer Dorie LaShomb explained there is no State law mandating residents to hook up to City water, but if a water line runs by your home and you choose not to hook up you will be charged a water availability fee. Unoccupied locations are not required to connect and they are not charged. LaShomb noted that water availability increases the value of your home. There is a State mandate that residents hook up to City sewer if it is available.

4. **Review and Approve the Agenda:**

**Additions:** None

**Deletions:** None

*A motion was made by Toewe/Sheldon to approve the agenda as presented. Motion carried.*

5. **Approve the August 5, 2019 PUC Minutes:** *A motion was made by Sheldon/Yates to approve the August 5, 2019 PUC minutes. Motion carried.*

6. **Update on Natural Gas Extension Projects:** Bob Connolly updated the group on his observations of the project.

7. **Filling in Commission Contact List:** Rachel Graf passed around a laptop for Commissioners to update their contact information.

8. **PUC Bylaw Discussion:** Some discrepancies were noted on the dates of the bylaws, i.e. the footer date does not match the last revision date. *A motion was made by Toewe/ Mahon to update the footer on the PUC bylaws. Motion carried.*

9. **Clarification of Positions on the PUC Commission:** The PUC Bylaws were reviewed and discussion was held on positions and responsibilities of the PUC Commission. It was recommended that the Bylaws are amended to state that the Chairperson has the authority to cancel the meeting and to follow the documented succession process to the Vice Chairperson.

10. **Miscellaneous Business:** Jeff Sheldon stated in the past the PUC have attended a regional gas purchasing meeting in Bemidji, MN. Interest was also expressed in hosting presentations from the natural gas provider and Minnesota Rural Water.

Chair Rachel Graf adjourned the meeting at 12:25.

Submitted by Deputy Clerk Karen Blair

Approved: 10/7/2019

	10/1/18	11/5/18	12/3/18	1/7/19	2/4/19	3/4/19	4/1/19	5/6/19	6/3/19	7/1/19	8/5/19	9/9/19
Jeff. Sheldon	P	P	P	P	NM	P	NM	P	NM	NM	P	P
Rachel Graf	EA	P	P	P	NM	P	NM	P	NM	NM	P	P
Jim Mahon	P	P	P	P	NM	P	NM	P	NM	NM	P	P
Dan Toewe	P	EA	P	EA	NM	EA	NM	P	NM	NM	P	P
B. Connolly	P	EA	P	P	NM	P	NM	EA	NM	NM	P	P
Jack Yates			Interview	P	NM	P	NM	P	NM	NM	P	P

P: Present

EA: Excused Absence

UA: Unexcused Absence

NM: No Meeting