



**MINUTES
COHASSET PUBLIC UTILITY COMMISSION
305 NW FIRST AVENUE
COHASSET, MINNESOTA 55721
MONDAY, DECEMBER 2, 2019 - 12:00 NOON**

1. **Call to Order:** Chair Rachel Graf called the meeting to order at 12:05 p.m.

2. **Roll Call:**

Present: Chair Rachel Graf, Jim Mahon, Jeff Sheldon, & Vice-Chair Jack Yates

Absent with Notice: Bob Connolly, and Dan Toewe

Absent without Notice: None

Non Officio Members: Bernie Hillman, and Max Peters

3. **Business or Resident Input:** None

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

Additions: Dates for 2020 PUC Meetings

Deletions: None

A motion was made by Sheldon/Mahon to approve the agenda as amended. Motion carried.

5. **Approve the November 4, 2019 PUC Minutes:** *A motion was made by Mahon/Yates to approve the November 4, 2019 minutes as presented. Motion passed.*

6. **Sewer Credit for Account #10029001:** At a September 18, 2018 PUC meeting a motion was made by Graf/Toewe to approve the use of deduct meters and to discontinue sewer/water refunds. In October 2019 a resident requested a utility credit for filling a swimming pool and it was questioned if the deduct meter policy had been communicated to the resident. After discussion, *a motion was made by Sheldon/Mahon to approve a credit and inform the resident that in the future they will need to use a deduct meter. Additionally, the deduct meter policy will be printed on utility invoices. Motion carried.*

7. **Street Lights in Phase II Industrial Park:** Sheldon reported that a street light has been installed, as well as a stop sign. Hillman reported that the City of Cohasset may already have a designed lighting plan for the park. It was noted that lighting is adequate as is. *A motion was made by Sheldon/Mahon to review this item in March 2020. Motion carried.*

8. Miscellaneous Business: Chair Rachel Graf noted that the September 2020 PUC meeting will conflict with the Labor Day Holiday. *A motion was made by Sheldon Graf to reschedule the September 2020 Meeting to September 14, 2020. Motion carried.*

The Volunteer Appreciation Event is scheduled for Saturday, December 14, 2019 at LMNOP-izza

Chair Rachel Graf adjourned the meeting at p.m.

Submitted by Deputy Clerk Karen Blair

Approved: 1/6/2020

	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	10/7/19	11/4/19	12/2/19
Jeff. Sheldon	P	NM	P	NM	P	NM	NM	P	P	P	P	P
Rachel Graf	P	NM	P	NM	P	NM	NM	P	P	P	P	P
Jim Mahon	P	NM	P	NM	P	NM	NM	P	P	P	P	P
Dan Toewe	EA	NM	EA	NM	P	NM	NM	P	P	P	EA	EA
B. Connolly	P	NM	P	NM	EA	NM	NM	P	P	P	P	EA
Jack Yates	P	NM	P	NM	P	NM	NM	P	P	P	P	P

P: Present

EA: Excused Absence

UA: Unexcused Absence

NM: No Meeting