

**CITY OF NASHWAUK**  
**NASHWAUK PUBLIC UTILITIES COMMISSION**

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City of Nashwauk  
301 Central Avenue  
Nashwauk, MN 55769  
p: 218-885-1210

**TUESDAY, APRIL 21, 2020**

**NPUC COMMISSION**

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**E. Milton Latvala**

*Chair*

**Mike Anderson**

*Commissioner*

**Joe Klamm**

*Commissioner*

**Edward Bolf**

*Commissioner*

**Kevin Bodin**

*Commissioner*

- 1. CALL TO ORDER**
- 2. ADOPTION OF AGENDA**
- 3. APPROVAL OF MINUTES**
  - a. Minutes of the March 17, 2020 NPUC meeting.
- 4. APPROVAL OF CLAIMS**
- 5. OLD BUSINESS**
  - a. East Itasca Joint Sewer Project Update
    - i. Rate Breakdown report from Engineer Jamnick
  - b. Update from Charlie Kautto regarding electrical pole replacement.
- 6. NEW BUSINESS**
  - a. Updated 5-Year Capital Improvement Plan from John Jamnick
- 7. PUBLIC COMMENT.** Members of the public are welcome to address the Commission. Please provide your name, brief description of the subject matter, and keep comments to 5 minutes.
- 8. ADJOURN**

**City of Nashwauk  
Nashwauk Public Utilities Commission  
March 17, 2020**

Chairman Latvala called the meeting to order at 3:00 p.m. in the Council Chambers of City Hall.

**Members present:** Commissioner Bolf, Commissioner Bodin, Chairman Latvala, Commissioner Anderson.

**Members absent:** Commissioner Klamm.

**Also present:** Engineer Jamnick, April Kurtock.

**Adoption of Agenda**

\*Motion by Commissioner Bodin, seconded by Commissioner Anderson to adopt the agenda of the March 17, 2020 Nashwauk Public Utilities Commission meeting.

Ayes: all present. Motion carried.

**Approval of Minutes**

\*Motion by Commissioner Bolf, seconded by Chairman Latvala to approve the minutes of the February 18, 2020 Nashwauk Public Utilities Commission meeting.

Ayes: all present. Motion carried.

**Approval of Claims**

\*Motion by Commissioner Bodin, seconded by Commissioner Bolf to approval all claims signed and file the claims register as official record.

Ayes: all present. Motion carried.

**Old Business**

***East Itasca Joint Sewer Project Update***

Engineer Jamnick stated there was an EJSB earlier that day. The MPCA had sent back a draft permit and was allowing for internal comment, which would go through approximately March 24, 2020. Then there would be a 60-day public comment period. The MPCA should be able to issue the permit after that. The draft permit mentioned the nitrogen levels from Keewatin, which was the majority of the concern. The East Itasca Joint Sewer Board wants to see the Nashwauk Public Utilities Commission review the ordinance and adjust according to their needs.

**New Business**

***Request to Install Equipment on Water Tower***

Nathan Phillips, Unify North, was present to discuss installing equipment on the water tower that would enable his company to provide internet services to Nashwauk. Phillips stated he had started service in Keewatin a year ago and had many people from Nashwauk calling to get service as well. He shared his business plan and stated he would need access to the tower to install an antenna, run a wire from the top to the bottom, and have an electrical connection. Commissioner Bolf stated he was hesitant to allow anyone in the water tower and have access to the public water supply. He asked that the City Administrator contact the Department of Health to see if that was allowable. Phillips was asked to provide a sample contract.

***Minnesota Energy Resources Equipment***

Minnesota Energy Resources (MERC) notified the City that were they exchanging all their gas meters for AMI meters and would need to install an antenna that would read their meters monthly. Initially they

wanted to install their own utility pole within the 4<sup>th</sup> Street alley; however, Charlie Kautto located a pole already in the alley that would be better for them to use and eliminate the need for another utility pole in that corridor, as there were already so many utility poles in that area. MERC would be installing a router and antenna and would need an electrical connection. MERC had provided a contract for consideration. It had already been sent to the League's contract review attorney who had provided additional language within the contract related to insurance requirements. MERC also asked that the NPUC forego a monthly meter charge in favor of including the anticipated electric use within the annual pole rent fee.

\*Motion by Commissioner Bolf, seconded by Commissioner Anderson to approve the agreement with Minnesota Energy Resources to allow the company to install an antenna and equipment on an NPUC owned electrical pole in the 4<sup>th</sup> Street alley; and charge \$300.00 per year pole rent.

Through discussion, Commissioner Bolf amended his motion to charge \$500.00 per year for pole rent.

\*Motion by Commissioner Bolf, seconded by Commissioner Anderson to approve the agreement with Minnesota Energy Resources to allow the company to install an antenna and equipment on an NPUC owned electrical pole in the 4<sup>th</sup> Street alley; and charge \$500.00 per year pole rent.

Ayes: all present. Motion carried.

#### ***Profit / Loss Spreadsheet***

Administrator Kurtcock provided a profit / loss spreadsheet regarding the expenses and revenue for year 2019, 2018, and 2017. One sheet provided the profit and loss numbers with depreciation and one without. The utility accounts have shown a loss each year for many years in the annual audit. Kurtcock advised the Commission needed to fund depreciation by raising rates. Commissioner Anderson vehemently disagreed stating that funding depreciation is like making the utility users pay for projects twice. Commission decided to continue conversations after the 2019 audit was received from the auditor.

#### **Adjourn**

The meeting was adjourned at 4:30 p.m.

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Secretary

**EAST ITASCA JOINT SEWER BOARD**

**Rate Breakdown**

**A. Phase 1 Cost Estimate**

The following is a summary of project costs based on the preliminary project design for Phase 1 as discussed in Section A above.

Aerated Pond Alternative (July 2019)	\$ 7,383,000
Keewatin Lift Station / Forcemain	\$ 2,186,000
Nashwauk Lift Station EQ Basin (Addendum)	\$ 755,000
Keewatin Demo	<u>\$ 350,000</u>
<b>Total</b>	<b>\$10,674,000</b>

**B. Annual Operating Budget**

The annual operating budget for Phase 1 will include costs to the expanded Nashwauk facility, the new main lift station, and costs to operate the existing wastewater collection system at both Nashwauk and Keewatin. The following is a summary of the costs:

**Aerated Pond Alternative  
Operation, Maintenance and Replacement Cost**

	<b>Aerated Pond/Tertiary Treatment</b>	<b>Keewatin Lift Station</b>	<b>Nashwauk Lift Station</b>	<b>Total</b>
Personnel	\$ 83,200	\$ 0	\$ 0	\$ 83,200
Administration	\$ 5,000	\$ 2,000	\$ 2,000	\$ 9,000
Insurance	\$ 10,000	\$ 2,000	\$ 2,000	\$ 14,000
Energy	\$ 29,900	\$ 6,800	\$ 6,800	\$ 43,500
Chemicals	\$ 20,000	\$ 0	\$ 0	\$ 20,000
Monitoring/Testing	\$ 10,000	\$ 1,000	\$ 1,000	\$ 12,000
Short Lived Replacement	\$ 21,000	\$ 5,000	\$ 5,000	\$ 31,000
Maintenance/Repairs	\$ 10,000	\$ 1,800	\$ 1,800	\$ 13,600
Professional Services	\$ 7,000	\$ 2,500	\$ 2,500	\$ 12,000
Miscellaneous	\$ 2,500	\$ 1,000	\$ 1,000	\$ 4,500
<b>Total</b>	<b>\$198,600</b>	<b>\$ 22,100</b>	<b>\$ 22,100</b>	<b>\$ 242,800</b>

**Funding**

	<b>Nashwauk</b>	<b>Keewatin</b>	<b>Total</b>
PSIG Grant	\$ 4,174,000	\$ 1,137,000	\$ 5,311,000
SCDG Grant	\$	\$ 580,000	\$ 580,000
Bonding Bill	\$ 655,000	\$ 195,000	\$ 850,000
IRRRB	\$ 250,000	\$ 250,000	\$ 500,000
Total Grant			\$ 7,241,000
PFA Loan	\$ 505,000	\$ 2,928,000	\$ 3,433,000
Annual Payout 1% - 20 year	\$ 28,000/yr	\$ 162,256/yr	

**Rate Summary**

	<b>Population</b>	<b>Connectors</b>	<b>EDU's</b>
Nashwauk	977	537	609
Keewatin	1059	500	520
Lone Pine			Phase 1

<b>Rate Option – per EDU</b>	<b>Nashwauk</b>	<b>Keewatin</b>
Debt	\$46/year	\$312/year
O & M	\$215/year	\$215/year
Others/Fees	TBD	TBD

**Schedule**

The following is a preliminary project schedule estimated for implementation of EIJSB – Phase 1. The availability of funds will ultimately dictate the actual project schedule.

- Prepare Grant/Loan and loan Applications.....Winter 2019 – Spring 2020
- Prepare Easements, Plans and Specifications.....April 2020
- Secure all Funding.....May 2020

- Bid and Award the Project.....June 2020
- Initiate Construction.....July 2020
- Complete Construction .....Fall 2021



## April Kurtock

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**From:** Joe Peterson (MP) <japeterson2@mnpower.com>  
**Sent:** Tuesday, April 7, 2020 1:02 PM  
**To:** Charlie Kautto; April Kurtock  
**Cc:** Scott Lyytinen (MP); Alison Paulseth-Bautch (MP)  
**Subject:** Estimate for Pole Replacements

Hi Charlie,

Sorry for the delay. Last week was a little rougher than I hoped. Feeling much better this week. Hope things are going good for everyone else.

Below are the poles we looked at for replacement last week and a cost estimate per pole with simple description of what is on each. We will review poles and engineer as needed for clearance and strength. We will replace things like insulators, crossarms, guys, anchors, etc. when replacing applicable poles. The streetlights will be re-used with the new pole. Existing transformers will be given to you for disposal. In the cases of transformer sizes needing to be verified, I'm planning for the lineman to verify size when the work starts and replace in kind.

1. A1305352 (\$4000) – replace 1-phase tangent pole w/ primary, secondary (w/riser), 2 communications, guy/anchor
2. M5550206 (\$3500) – replace streetlight pole with guy/anchor
3. A1305353 (\$2000) – Change out transformer only (need to verify size)
4. A1305341 (\$2000) – Change out transformer only (need to verify size)
5. A1305340 (\$3000) – replace 1-phase tangent pole w/ primary, secondary, 2 communications
6. A1305338 – Checked status. No issues identified from groundline. No work planned.
7. A1305336 (\$5000) – replace 3-phase tangent pole w/ primary, secondary, 2 communications, light, span guy, transformer (need to verify size)
8. A1305380 (\$4000) – replace 3-phase tangent pole w/ primary
9. M5559589 (\$5000) – replace 3-phase (1 phase ends) tangent pole w/ primary, secondary, 1 communication, broken switch (replace switch with cutouts)
10. A1305387 (\$4000) – replace 3-phase tangent pole w/ primary
11. A1305342 (\$3000) – replace streetlight pole with 2 communications
12. M5550619 (\$3000) – replace span guy pole and anchor
13. A1305369 (\$4500) – replace 3-phase tangent pole w/ primary (2 phases), secondary, 2 communications, light
14. A1305201 (\$4500) – replace 3-phase tangent pole w/ primary, secondary, 2 communications, light
15. M5550374 (\$3000) – replace streetlight pole
16. M5559385 (\$4500) – replace 3-phase tangent pole with primary, secondary (with riser), light, 1 communication, span guy
17. M5550225 (\$3000) – replace span guy pole and anchor
18. M5559381 (\$3000) – replace span guy pole and anchor
19. A1305328 (\$4500) – replace 3-phase tangent pole w/ primary, secondary, 2 communications, light
20. A1305261 (\$4500) – replace 3-phase tangent pole w/ primary, secondary, 2 communications (need to increase height)

21. A1305228 (\$4500) – replace 3-phase tangent pole w/ primary, secondary, 2 communications (need to increase height)

Estimated total for above scope = \$74,500.

I checked on our current policies regarding replacing components on a pole but not the entire pole. If there are things like insulators, cutouts, transformers, crossarms, etc. that you would like to replace on other poles, those can be done without a full engineering review of the pole. Other than transformers, that cost would likely be around \$250-\$750/pole depending on components and complexity of the work. In the case of replacing 3-wire secondary with triplex, replacing the primary conductor, adding/removing conductor, or replacing guying/anchoring, we would want to review the pole. This would minimize the chance of compromising clearance or the integrity of the pole by putting new stress while installing/removing the conductor.

I've CC'd Scott (218-355-2024) to assist with shared/joint pole ownership aspects. He can provide the contacts and guidance since some of these poles may be owned by the communication company.

Terms and actual billing would be per the previously approved master services agreement.

Please let me know if you have any questions or if you'd like to proceed. Timing wise, I believe we could get started soon.

Thank you.

Joe Peterson, P.E.\*

Senior Distribution Engineer

Distribution Engineering

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\*Professional Engineer in MN, MI, IA, WI

NASHWAUK 5-YEAR CAPITAL IMPROVEMENT PLAN  
April 2020

Original Town Street / Utilities	1-2 Year	3-5 Year	5+ Year	Costs	Prev. Year	Remarks
1st Street (TH 65)					2019	Completed 2019
4th Street Alley (East)					2019	Completed 2019
• Hawkins to Fern					2006	Reconstructed
<b>York Avenue</b>						
• 2nd to 3rd				\$ 65,000		Reconstruction/Storm Repairs
<b>Deering Avenue</b>						
• 4th to 4th Alley				\$ 40,000		Reconstruction - Drianage to Ditch
<b>Alleys</b>						
<b>North of Central</b>						
• 1st St. to 4th St.				\$ 175,000		Alley reconstruction. Replace water main from 1st to 3rd
<b>South of Central</b>						
• 1st St. to 4th St.				\$ 175,000		Alley reconstruction. Replace water main from 1st to 3rd
<b>Recreation</b>						
<b>Hawkins Overlook</b>						Reconstruct existing overlook w/ADA accessibility, new parking, pavilion & restrooms
<b>Wastewater</b>						
<b>Main Lift Station / EQ Basin</b>				\$ 188,000	1988	Pump and control reconstruction
<b>Original Town</b>						
<b>2nd Street</b>						
• LaRue to Hawkins					1994	Constructed w/RV Park in 1994
• LaRue to Hawkins				\$ 70,000		Mill/Overlay - Spot Repairs in the future includes going to TH 65
• Hawkins to York					2014	Mill/Overlay - Spot Repairs
• York to Fern					2008	Reconstructed - Sanitary sewer replaced
• Fern to South					2008	Reconstructed - Storm sewer replaced
<b>3rd Street</b>						
• Hawkins to Central					2014	Mill/Overlay - Spot Repairs
• Central to Pearson				\$ 400,000		Reconstruction/Water and Sewer Replacement
• Pearson to Platt				\$ 55,000		Mill/Overlay - Spot Repairs
• Platt to Roberts					2014	Mill/Overlay - Spot Repairs
• Roberts to Fern				\$ 105,000		Mill/Overlay - Spot Repairs
<b>4th Street</b>						
• Hawkins to Central					2015	Mill/Overlay - Spot Repairs
• Central to Pearson					2014	Reconstructed in 2014 with water/sewer replaced.
• Pearson to Fern					1999	Reconstructed in 1999 with water/sewer replaced.
• Pearson to Fern				\$ 88,000		Future Mill/Overlay
Original Town Street / Utilities	1-2 Year	3-5 Year	5+ Year	Costs	Prev. Year	Remarks
<b>Hawkins Ave</b>						
• 1st to 2nd St. Alley					2011	Reconstructed with Essar Utility Project
• 2nd St. Alley to 4th					1999	Overlaid

Original Town Street / Utilities	1-2 Year	3-5 Year	5+ Year	Costs	Prev. Year	Remarks
<b>Central Avenue</b>						
• CSAH 86					2012	Mill/Overlay - Spot Repairs / Street Scape
• 1st to 4th St. Alley						Parking Lot at 3rd Street
<b>Deering Avenue</b>						
• 1st to 2nd				\$ 40,000		Mill/Overlay - Spot Repairs
• 2nd to 4th				\$ 75,000		Mill/Overlay - Spot Repairs
<b>Pearson Avenue</b>						
• 1st to West				\$ 30,000		Mill/Overlay -Spot repairs
• 1st to 4th					2012	Reconstruction / Sewer Replacement
• 4th to Alley				\$ 20,000		Mill/Overlay -Spot repairs
<b>Platt Avenue</b>						
• 1st to West				\$ 20,000		Mill/Overlay
• 1st to 3rd					2016	Widening and Reclaim and Overlay
• 3rd to 4th					2014	Reconstructed
• 4th to Mississippi Add.					2015	Reconstructed with water and sewer
<b>Roberts Avenue</b>						
• 1st to West				\$ 20,000		Mill/Overlay
• 1st to 3rd					1997	Widen to the South - Sanitary Sewer Replaced
• 1st to 3rd				\$ 75,000		Mill/Overlay - Spot Repairs
• 3rd to 4th Alley				\$ 100,000		Reconstruction with Sewer Replacement
<b>York Avenue</b>						
• 1st to West					2014	Mill/Overlay
• 1st to 2nd					2014	Mill/Overlay - Spot Repairs
• 3rd to 4th Alley				\$ 110,000	1992	Storm Repairs/Mill/Overlay
<b>Fern Avenue</b>						
• 1st to West				\$ 15,000		Mill/Overlay
• 1st to 2nd				\$ 42,000		Mill/Overlay - Spot Repairs
• 2nd to 3rd					2008	Reconstructed - Sanitary sewer replaced
• 3rd to 4th Alley				\$ 60,000		Mill/Overlay - Spot Repairs
<b>New Addition Street / Utilities</b>	<b>1-2 Year</b>	<b>3-5 Year</b>	<b>5+ Year</b>	<b>Costs</b>	<b>Prev. Year</b>	<b>Remarks</b>
<b>5th Street</b>						
• Cul de sac to Deering E.					1996	Water / Sewer / Gravel Street constructed
• Cul de sac to Deering E.					1998	Paved Street
• Cul de sac to Deering E.				\$ 60,000		Street repairs / culverts replacement / reconstruct cul-de-sac / ditch cleaning - Sept. 2016 Report
• Deering E. to Platt East					1996	Water / Sewer / Gravel Street
• Deering E. to Platt East					1998	Paved Street
• Deering E. to Platt East				\$ 35,000		Street repairs / culverts replacement / ditch cleaning - Sept. 2016 Report - Future curb & gutter
<b>6th Street</b>						
• Deering Ave. to North					2000	Water / Sewer / Gravel Street
• Deering Ave. to North					2006	Paved Street
• Deering Ave. to North				\$ 42,000		Street repairs / culverts replacement / ditch cleaning - Sept. 2016 Report
<b>7th Street</b>						
• Deering Ave. to North					2001	Water / Sewer / Gravel Street
• Deering Ave. to North					2006	Paved Street

New Addition Street / Utilities	1-2 Year	3-5 Year	5+ Year	Costs	Prev. Year	Remarks
<b>7th Street</b>						
• Deering Ave. to North				\$ 25,000		Street repairs / culverts replacement / ditch cleaning - Sept. 2016 Report
<b>Hawkins Ave. East</b>						
• CR 86 to 5th Street					1996	Water / Sewer / Gravel Street (except wetland)
• CR 86 to 5th Street					1998	Constructed Street through wetland and Paved
• CR 86 to 5th Street				\$ 35,000		Street repairs / culverts replacement / ditch cleaning - Sept. 2016 Report
<b>Deering Ave. East</b>						
• 5th Street to West 100'					1996	Water / Sewer / Gravel Street
• 5th Street to West 100'					1998	Paved Street
• 5th Street to 6th Street					2000	Water / Sewer / Gravel Street
• 6th Street to 7th Street					2000	Rough Grading
• 6th Street to 7th Street					2001	Water / Sewer / Gravel Street
• 5th Street to 7th Street					2006	Paved Street
• 5th Street to 7th Street				\$ 32,000		Street repairs / culverts replacement / reconstruct cul-de-sac - ditch cleaning
<b>Pearson Ave. East</b>						
• CR 86 to 5th Street					1996	Water / Sewer / Paved Street
• CR 86 to 5th Street				\$ 15,000		Street repairs / culverts replacement / reconstruct cul-de-sac - ditch cleaning - Future curb & gutter
• 5th Street to the East				\$ 150,000		Construct street to Midwest Manufacture (Mott)
<b>Platt Ave. East</b>						
• CR 86 to 5th Street					1998	Water / Sewer / Paved Street w/ curb and gutter
• 5th Street to Cul-De-Sac					2006	Water / Sewer / Paved Street w/ curb and gutter
• CR 86 to Cul-De-Sac				\$ 110,000		Street repairs / storm sewer improvements
<b>Other City Streets</b>	<b>1-2 Year</b>	<b>3-5 Year</b>	<b>5+ Year</b>	<b>Costs</b>	<b>Prev. Year</b>	<b>Remarks</b>
<b>Little Sweden Road</b>						Gravel road from TH 65 to the northeast
<b>County Road 58</b>						County turned over to the City. Deadends past the Cemetery. County upgraded the road in 2014, prior to giving over to City
<b>Rabbitt Road</b>						Ownership still undetermined
<b>Sierra Road</b> (S. of us 169)						Gravel Road from bridge underpass to O'Brien Reservoir
<b>Bus Garage Street</b>				\$ 65,000		Paved street on City Property (not platted)
<b>Access Road to Kapella</b>						Unnamed - Easement existings for the first 300', but not recorded. Public right of way to Revolution Auto Parts
<b>Drainge Ditches</b>						
• North Ditch					1991	Reconstructed from TH 65 to County Road 86
• East Ditch					1992	Ditch running north south from County Road 86
					2001	to TH 169. Dredged in 1992, after the 2001 storm
					2015	and recently in 2015

Alleys	1-2 Year	3-5 Year	5+ Year	Costs	Prev. Year	Remarks
<b>1st Street Alley (East)</b>						
• Hawkins to South T. N. of Central				\$ 34,000		Reconstruction
• North T, S. of Central to Fern					2006	Reconstructed
• Fern to South				\$ 50,000	1997	Spot Sanitary sewer Repairs in 1997 - Reconstruct in future
<b>2nd Street Alley (East)</b>						
• Hawkins to South T, N. of Central				\$ 39,000		Reconstruction
• North T, S. of Central to Pearson				\$ 60,000		Reconstruction
• Pearson to Platt					2006	Reconstructed
• Platt to Roberts						No Alley - School
• Roberts to Fern					2006	Reconstructed
<b>3rd Street Alley (East)</b>						
• Hawkins to South T, N. of Central				\$ 30,000		Reconstruction
• North T, S. of Central to Fern					2006	Reconstructed
<b>Recreation</b>	<b>1-2 Year</b>	<b>3-5 Year</b>	<b>5+ Year</b>	<b>Costs</b>	<b>Prev. Year</b>	<b>Remarks</b>
<b>RV Campground</b>					1993	Initial 11 sites developed with water, sewer and electric, expand 6 sites to North in 2002, upgrades to be determined
<b>Pavilion Area</b>					1993	Pavillion Built with RV dump station and Parking Lot Short term upgrades to be determined
<b>Dearing Avenue Park</b>						Upgrades to be determined
<b>Rec Center</b>				\$ 2,500,000	1982	Constrected in 1982 Current concept includes a 6,500 sf addition for a Nashwauk Community center and improvements to the ice arena
<b>Mesabi Trail</b>						
• 4th St. out to O'Brien					1993	Constructed in 1993
• Pavillion to 4th st.					1992	Constructed along Hawkins
• Pavillion to South along 2nd Street to Kiosk						Utilizes the existing sidewalks along 2nd
• Kiosk to W. City Limints					1998 +/-	Constructed by St Loius County Rail Authority
<b>New Addn. Little League</b>						Previous discussion included grading and drainage improvements
<b>LaRue Pit Access</b>					1996	Access Road and Boat Landing built in 1996

Water System	1-2 Year	3-5 Year	5+ Year	Costs	Prev. Year	Remarks
4th Street Pump House					1983	Constructed a new pump house on the existing well location. Short term improvements include
North Pumphouse / Booster Pumps					2012	New building and controls constructed with Essar Steel project
Elevated Tower					1999	300,000 gallon tank built in 1999. Recently cleaned. Typically requires repainting every 15 years, but should be accessed of current needs
Essar Steel					2012	18,000 l.f. of 10" water main along TH 65 / CR 58 and 13,600 l.f. of 6" water main into Essar site
Wastewater	1-2 Year	3-5 Year	5+ Year	Costs	Prev. Year	Remarks
Wastewater Ponds					1988	57-acre ponds built in 1988. Possible pond expansion with Keewatin/Swan Lake in the future
Essar Steel					2012	3,700 l.f. gravity sewer and 13,900 l.f. of force main along TH 65 / CR 58 and 13,400 l.f. of force main and 4 lift stations into Essar site
Economic Development	1-2 Year	3-5 Year	5+ Year	Costs	Prev. Year	Remarks
Bozich Phase 2+						Future expansion in various phases based on demand
South Industrial Park						Concept includes heavy industrial park - TAX FORFEITED parcels to be acquired by City
7th Addition Housing						Concept for townhouse/single family homes previously evaluated
Vacant Lots in Ind. Park						Inventory current status
North Industrial Park					2012	Water/sewer extended to site. 5-acre site
Public Buildings	1-2 Year	3-5 Year	5+ Year	Costs	Prev. Year	Remarks
City Hall						Short term improvements include
Public Works Garage						Short term improvements include
Public Safety Complex					1992	Constructed Short term improvements include



March 25, 2020

To: Minnesota Electric and Gas Utilities

Re: Responsive Measures to the Outbreak of COVID-19

On March 13, 2020, Governor Walz issued Emergency Executive Order 20-01, declaring a peacetime emergency to protect Minnesotans from the novel coronavirus disease 2019 (COVID-19) outbreak in the United States that has spread to the State of Minnesota.

Your response to help Minnesotans through these unprecedented times is greatly appreciated. Many utility providers are already taking steps to expand and extend cold weather rule protections, suspend customer shut-offs, reconnect customers, arrange payment plans, and otherwise help their customers in these difficult circumstances. Thank you for these proactive and very important measures.

The services you provide are critical to the health and well-being of Minnesotans. During this time of uncertainty, Minnesotans are seeking the assurance that the measures you have taken thus far will extend throughout the peacetime emergency. The Department of Commerce and Public Utilities Commission are requesting your commitment that Minnesotans will not have to worry about their utility service during this time. Therefore, we request all utility providers to commit to work with affected customers and communities by undertaking -- at minimum -- the following voluntary actions for the duration of the national security or peacetime emergency:

- I. Extend the protections of Minnesota's Cold Weather Rule provided under Minnesota Statutes sections 216B.096 (public utilities), 216B.097 (electric cooperatives and municipal utilities) and 216B.16, subdivisions 12 and 12a (small gas utility and small electric utility, respectively) by restricting disconnection of residential customers for non-payment of utility bills and reconnecting customers who have been disconnected for the duration of the national security or state peacetime emergency. This request shall not affect the utility's ability to disconnect a customer's service for public safety concerns unrelated to non-payment of services;
- II. Waive late fees that any residential or small business customer incurs because of the economic circumstances related to the coronavirus pandemic.
- III. Arrange payment plans for customers requesting help during this time that is based on the financial resources and circumstances of the customer.

In order to provide government officials and Minnesotans with accurate information on the steps your utility is taking during this emergency, please eFile your responses to these specific requests in Docket E,G999/CI-20-375 by April 3. We recognize that providing critical services during this this unprecedented crisis should remain your top priority. If eFiling your response poses an unmanageable regulatory burden in the short term, please share your response in the most efficient way possible, for example by email, or through your trade association(s) to Jessica Burdette, Department of Commerce [Jessica.burdette@state.mn.us](mailto:Jessica.burdette@state.mn.us) and Will Seuffert, Public Utilities Commission [will.seuffert@state.mn.us](mailto:will.seuffert@state.mn.us). If you have any questions, please contact Jessica and/or Will.

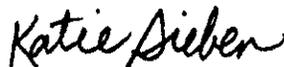
Our agencies appreciate the unprecedented actions that are being requested of utilities in Minnesota during this emergency. The Commerce Department and the Minnesota Public Utilities Commission will continue to monitor the situation and may consider additional actions, as allowed by Minnesota law and rules, if required to address the needs of the utilities and the Minnesotans you serve.

We appreciate your cooperation as we work together to keep Minnesotans safe during these unprecedented times.

Sincerely,



Steve Kelley, Commissioner  
Minnesota Department of Commerce  
85 7<sup>th</sup> Place East ; Suite 280 | Saint Paul, MN 55101



Katie Sieben, Chair  
Minnesota Public Utilities Commission  
121 7<sup>th</sup> Place East | Suite 350 | Saint Paul, MN 55101