

**UTILITY BOARD OF TRUSTEES**  
**Digital Meeting via ZOOM**  
**May 13, 2020**

Present: Jan Kahler, Aaron Eltrich, Megan Andresen, Andrea Jones, and Abby Gehl

Chairperson Kahler called the meeting to order at 4:31 p.m.

Motion by Gehl and seconded by Jones to approve the agenda. All Ayes

Motion by Eltrich and seconded by Andresen to approve the minutes. All Ayes

Manager Chris Krogman gave an update to the board on MMEU operations during the COVID-19 pandemic. City Hall is still closed to the public; customers can make payments over the phone, online, through the mail, or by the drop box in the City Hall parking lot. MMEU is coordinating with the City on how and when to re-open City Hall to the public. No disconnects for non-payment are taking place. The health emergency from the state ends, as of now, May 27<sup>th</sup>; if this stays in place, the earliest MMEU would resume disconnects would be the 2<sup>nd</sup> week of June. MMEU will be working with customers to offer payment arrangements to avoid disconnections. Manager Krogman noted more customers are using the debit/credit payment option, stating PSN fees have been close to \$450 the past 2 months. As for usage, residential usage is up a little, but SGS usage had the biggest decrease in the past couple of months. Board member Andresen asked about the closure of Hollander/Pacific Coast and if an unpaid balance is expected. Manager Krogman said since the bankruptcy filing, all their bills have been paid expect the month of the bankruptcy filing.

Discussion was held on the purchase of a new reel trailer. Manager Krogman explained this possible purchase was not budgeted, but MMEU was contact by our vendor with a special discount on this type of reel trailer. MMEU's current reel trailer is 1999 year model. The quoted price is around \$8,600 plus taxes; the savings is about \$1,200 from normal price. Motion by Eltrich and seconded by Andresen to purchase new reel trailer. All Ayes by Roll Call.

Discussion was held on the purchase of the budgeted mapping project. Manager Krogman explained it was budgeted this year for MMEU to start with a new mapping program and software, as the current mapping is out of date and hard to use, with few options to update with the current vendor. The new vendor, mPower, has given MMEU an estimate of \$91,468, based on an estimated amount of items to be mapped. Actual cost billed will be determined after the mapping is complete. With the current COVID-19 restrictions, M Power has created some forms for MMEU linemen to use to collect with this down time. This will reduce the cost. The system will be a web based system, with M Power hosting the data on their servers. Motion by Andresen and seconded by Jones to approve the budget mapping project through mPower. All Ayes by Roll Call

Motion by Eltrich and seconded by Jones to approve the claims as presented  
All Ayes by Roll Call

Budget discussion was held. Manager Krogman stated revenues are a little below budget and expenditures close to being on budget. He also noted the graph in the board packet was updated to show the comparison current outstanding balances compare to final, old balances.

Motion by Eltrich and seconded by Jones to adjourn the meeting at 4:58 p.m.

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Chairperson, Jan Kahler

ATTEST:

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Megan Andresen, Secretary