

**NASHWAUK
PUBLIC UTILITIES
COMMISSION
REGULAR AGENDA**

p: 218-885-1210



City of
NASHWAUK
FROM TIMBER TO TACONITE

301 Central Avenue, Nashwauk, Minnesota 55769

NPUC COMMISSION

TUESDAY, JANUARY 20, 2026

E. Milton Latvala

Chair

Mike Anderson

Commissioner

Mark Marinaro

Commissioner

Brian Ekholm

Commissioner

Tom Martire

Commissioner

1. CALL TO ORDER

2. ADOPTION OF AGENDA

3. APPROVAL OF MINUTES

- a. Minutes of the December 16, 2025, Nashwauk Public Utilities Commission meeting.

4. APPROVAL OF CLAIMS

5. OLD BUSINESS

- a. East Itasca Joint Sewer Project Update.
 - i. Discussion regarding excess capacity.
- b. 3rd Street Utility Project Update (2026 Project)
- c. Tracking water tower restoration (2028 planning with \$600,000 estimate project costs). Water Tower inspection report received from KLM Engineering.
- d. Updates and recommendations from Joe Peterson.
 - i. Meter policy discussion

6. NEW BUSINESS

- a.

7. PUBLIC COMMENT. Members of the public are welcome to address the Commission. Please provide your name, a brief description of the subject matter, and keep comments to 5 minutes.

8. ADJOURN

**City of Nashwauk
Nashwauk Public Utilities Commission
December 16, 2025**

Chairman Latvala called the meeting to order at 1:00 p.m. in the Council Chambers of Nashwauk City Hall.

Members present: Chairman Milt Latvala, Commissioner Tom Martire, Commissioner Brian Ekholm.

Members absent: Commissioner Mark Marinaro, Commissioner Mike Anderson.

Also present: Jason Martire, April Kurtock, Joe Peterson.

Adoption of Agenda

*Motion by Commissioner Ekholm, seconded by Commissioner Martire to adopt the agenda of the December 16, 2025, Nashwauk Public Utilities Commission meeting.

Ayes: all present. Motion carried.

Approval of Minutes

*Motion by Commissioner Ekholm, seconded by Commissioner Martire to approve the minutes of the November 18, 2025, Nashwauk Public Utilities Commission meeting, with the correction on the description of the Change Order, which relocates the pump to a higher elevation; there are no new valves to be installed.

Ayes: all present. Motion carried.

Approval of Claims

*Motion by Commissioner Ekholm, seconded by Commissioner Martire to approve the claims and file the claims register as official record.

Ayes: all present. Motion carried.

Old Business

East Itasca Joint Sewer Project Update

The East Itasca Joint Sewer Board meeting that was scheduled for earlier that day was cancelled, so there was not an update from the meeting. The Commission discussed the City of Keewatin request to allow Dem-Con to be permitted as an industrial user to discharge industrial waste (leachate) in the Keewatin lift station. In the packet was the permit for an industrial user discharge to the Central Iron Range Sanitary Sewer District, which is where Dem-Con was currently discharging. Jason Martire noted that the flow would not be a problem; however, based on the permit, Dom-Con's discharge required the sewer district to test for things that the Nashwauk facility was not required to test for. Additionally, the waste was being treated for biosolids, which the Nashwauk facility was not licensed for. The Commission determined there was not enough information to consider the request and wanted to know if the Nashwauk permit would need to be modified to accommodate this customer, how the testing would change, and if the system would need to be reconfigured to accommodate them. Jason noted that if it required a change from a Class C license to a Class B, it would be a more complicated and time-consuming facility with significantly more hours for the wastewater operator.

Correspondence from John Jamnick says the Chisholm facility can handle the Dem-Con discharge, but the Nashwauk facility cannot. The Joint Sewer Agreement does not outline what happens when an entity wants to take on a large customer.

*Motion by Commissioner Ekholm, seconded by Commissioner Martire to table consideration of the City of Keewatin request to allow Dem-Con as an industrial user until there was more information known, noting that if there were facility modifications, additional testing requirements, or other financial impacts to accommodate this customer they should be at the expense of Keewatin.

Ayes: all present. Motion carried.

Joe Peterson Updates

Joe Peterson provided an update on the Mesabi Metallics project, but sited delays due to electrical supplies needing to be secured. Field testing for relay settings still needs to happen. He shared the various recommendations he provided to Mesabi Metallics and Minnesota Power for upgrades and updates. He noted they're getting a lot done overall for the project.

New Business

Payment of 2025 Claims

*Motion by Chairman Latvala, seconded by Councilor Martire to approve payment of routine 2025 claims that are received after the December 16, 2025, Nashwauk Public Utilities Commission meeting.

Ayes: all present. Motion carried.

Meter Policy

There was an example meter policy in the packet. Joe Peterson made some recommendations for modifications. Commissioner Ekholm volunteered to work with Joe on drafting a policy for Nashwauk. Ekholm stated he had previously done a lot of work in another city that had adopted an ordinance requiring the meters be on the outside of the building.

Fund Transfers

*Motion by Commissioner Martire, seconded by Commissioner Ekholm to transfer \$100,000 from water savings account 0420 to Water Fund 602 to balance the fund.

Ayes: all present. Motion carried.

*Motion by Commissioner Martire, seconded by Commissioner Ekholm to approve the transfer of \$99,500 from 601 and \$99,500 from fund 603 to general fund 100 to cover employee wages for utility work completed in 2025.

Ayes: all present. Motion carried.

The Commission discussed the water sewer district fund, which had a deficit of \$206,000. The deficit was due to planning expenses for the sewer project that were not qualifying expenses for the loan or grants. The Commission discussed the potential of selling Nashwauk's excess capacity to property owners in Greenway and Goodland townships that wanted to connect to the system. It would require cooperation with Lone Pine Township. Commissioner Martire requested more financial information on the potential revenue. The Commission requested the topic be placed on the old business agenda for continued discussion.

Adjourn

*Motion by Commissioner Ekholm, seconded by Commissioner Martire to adjourn at 2:19 p.m.

Ayes: all present. Motion carried.

Secretary

April Kurtock

From: Esau, Allie <Allie.Esau@mail.house.gov>
Sent: Thursday, January 8, 2026 5:29 PM
To: Esau, Allie
Cc: Ringstad, Jacob
Subject: Community Project Update

3rd St Project

Hello!

You are receiving this email because the House has passed H.R. 6938 - Commerce, Justice, Science; Energy and Water Development; and Interior and Environment Appropriations Act, 2026. This legislation included 11 community projects submitted by Congressman Stauber. The amounts granted by the committee are listed below.

Stauber	INT	\$750,000	City of Coleraine for Water and Sewer System Upgrades
Stauber	INT	\$330,000	City of Cook for Wastewater Treatment System Improvements
Stauber	INT	\$750,000	City of Keewatin for Water and Sewer Improvement Project
Stauber	INT	\$1,000,000	City of Kettle River for Water and Wastewater Improvements Project
Stauber	INT	\$750,000	City of Pine City for Wastewater Treatment System Upgrade
Stauber	INT	\$750,000	Northern Township for Wastewater Project
Stauber	INT	\$1,750,000	City of Duluth for Water Treatment Plant Rehabilitation
Stauber	INT	\$2,000,000	City of Ely for Water System Improvements
Stauber	INT	\$750,000	City of Mountain Iron for Water Main Loop Project
Stauber	INT	\$1,061,000	City of Nashwauk for Water Infrastructure Improvement Project
Stauber	INT	\$1,000,000	Hibbing Public Utilities Commission for Water Main Replacement and Treatment

We are super grateful that these projects were included! We hope the Senate will pass this bill and send it to the President's desk for signature soon.

If you have any questions in the meantime, do not hesitate to reach out.

Thanks,

Allie Esau
Deputy Chief of Staff
Congressman Pete Stauber (MN-08)
145 Cannon | 202-225-6211

Nashwauk Public Utilities Commission – Meter Policy

1. Purpose and Philosophy

This policy establishes requirements for the installation, location, ownership, and accessibility of electric revenue metering equipment when taking electrical service from the Utility - Nashwauk Public Utilities Commission (NPUC).

Utility metering practices are based on the following principles:

- A single, clearly defined **service point** establishes the boundary of ownership and responsibility.
- The Utility limits ownership of equipment located on the Customer side of the service point.
- Metering accuracy and safety are ensured through **specification, approval, and control**, rather than ownership of customer facilities.
- Metering installations shall comply with the National Electrical Code (NEC), applicable state regulations, and Utility standards.

2. Definitions

Service Point:

The point of connection between the Utility's facilities and the Customer's facilities, as designated by the Utility.

Revenue Meter:

The electric meter used by the Utility for billing.

Metering Equipment:

Instrument transformers (CTs and PTs), metering enclosures, wiring, and associated hardware used to measure electric energy.

Customer Facilities:

All conductors, enclosures, and equipment located on the Customer side of the service point.

3. Service Point

The Utility shall designate a single service point for each electric service.

The service point defines the boundary of ownership, operation, and maintenance responsibility between the Utility and the Customer.

Except as expressly stated in this policy or approved by written agreement, the Utility shall not own, operate, or maintain equipment located on the Customer side of the service point.

Appendix A provides visual illustration of the service points for typical installations.

4. Ownership and Responsibility

Utility-Owned Equipment

- Facilities located on the Utility side of the service point
- The revenue meter

Customer-Owned Equipment

- All facilities located on the Customer side of the service point, including but not limited to:
 - Metering cabinets or transition enclosures
 - Instrument transformers (CTs and PTs)
 - Meter sockets, raceways, and conductors

Installation and Wiring of Metering

- Customer is responsible for all installation and wiring of customer-owned equipment.
- When customer equipment is on Utility poles, customer is required to follow all applicable safety codes and standards. For riser conduit installation, this shall be coordinated with Utility.
- Utility does not install or wire instrument transformers or cabinets/enclosures, but reserves the right to utilize a 3rd party to inspect and test customer installations prior to energization.

Control of Metering

- Regardless of ownership, all revenue metering installations shall:
 - Conform to Utility specifications
 - Be subject to Utility inspection, testing, and approval
 - Provide for sealing of metering circuits and enclosures
 - Remain accessible to the Utility at all times
-

5. Revenue Metering Equipment

The Utility shall furnish and own the revenue meter.

Instrument transformers (CTs and PTs), when required and located on the Customer side of the service point, shall be furnished, owned, and maintained by the Customer unless otherwise approved by the Utility in writing.

The Utility reserves the right to specify:

- Transformer ratios
 - Accuracy class
 - Burden ratings
 - Installation orientation
 - Metering conductor size and routing
-

6. Meter Location and Accessibility

6.1 General Requirements

Revenue meters shall be installed in locations that are:

- Readily accessible to Utility personnel
- Safe access without special equipment
- Protected from physical damage and environmental exposure

6.2 Required Locations

Required meter locations include:

- Outdoor exterior walls

- Meter pedestals
- Approved metering or transition cabinets

6.3 Prohibited Locations

Revenue meters shall not be installed:

- Inside dwelling units
 - In locations requiring ladders, lifts, or removal of customer equipment
 - In locked areas without Utility access (such as fenced areas)
-

7. Meter Mounting and Working Space

Meter sockets and enclosures shall be mounted:

- With the center of the meter between **4 ft and 6 ft** above final grade
- Plumb, level, and securely fastened

Working clearances shall comply with NEC requirements at a minimum.

8. Multi-Occupancy and Multiple Meter Installations

Each dwelling unit or tenant space shall normally be served by a single revenue meter.

Grouped meter installations shall:

- Be located in a common, accessible area
- Be permanently and clearly labeled to identify the served unit
- Be arranged to allow safe access and maintenance at all times of the day

The Utility reserves the right to limit:

- The number of meters at a single location
- The number of meters served from a single transformer or service

based on safety, operational, or maintenance considerations.

9. Prohibited and Limited Installations

The following installations require written Utility approval:

- Metering located downstream of non-sealable customer disconnects
- Metering installed within customer switchgear without a dedicated metering section
- Installations that require the Utility to own or maintain customer facilities
- Installations that restrict access due to fences, gates, or building security
- Installation of customer owned conductor on a utility pole to serve multiple buildings from one meter

10. Modifications and Relocation

Any modification to Customer facilities that affects metering or service conductors shall require Utility review and approval prior to installation. These include, but are not limited to:

- Conversions (overhead/underground)
- Conductor replacement to/from meter
- Weatherhead/mast replacement
- Service panel replacement
- Generator connection installation

Costs associated with Customer-requested relocation or modification of metering equipment shall be borne by the Customer.

In the event of upgrades/changes to the meter socket, a customer is required to upgrade to current standards as part of the work (see Appendix B for current requirements).

11. Exceptions and Special Agreements

Deviations from this policy may be approved by written agreement.

Approved exceptions:

- Shall not establish precedent
- Shall not modify the designated service point
- Shall not obligate the Utility to own additional equipment

12. Metering Costs

Metering costs shall generally align with ownership responsibility

Deviations from this policy may be approved by written agreement.

Customer costs include:

- Installation and labor for Customer Facilities and Metering Equipment
- Required meter deposit fee
- Monthly meter fee
- Testing costs if requested and the metering is found to be within specification

Utility costs include:

- Testing costs if meter is found to be operating outside of specification

Meter testing is limited to 2 (two) times per year unless errors are found and justify additional.

13. Subject to Change

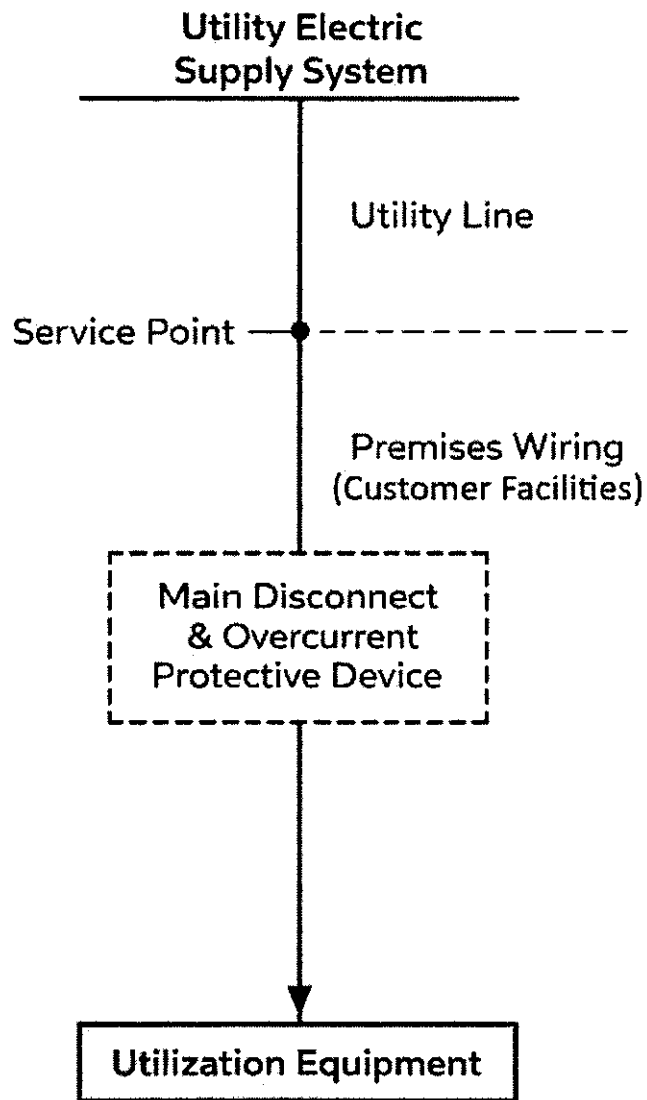
This policy may be updated from time to time by the Utility. Changes may be made to reflect operational needs, technological changes, safety standards, or legal requirements. Customers are encouraged to review the most current version of the policy, which will be available through the Utility or upon request.

Nothing in this policy shall be construed to create a contractual right or guarantee continued service under any specific terms.

Appendix A – Visual Depiction of Service Points

These illustrations are intended to provide guidance on where the service point exists on different styles of services.

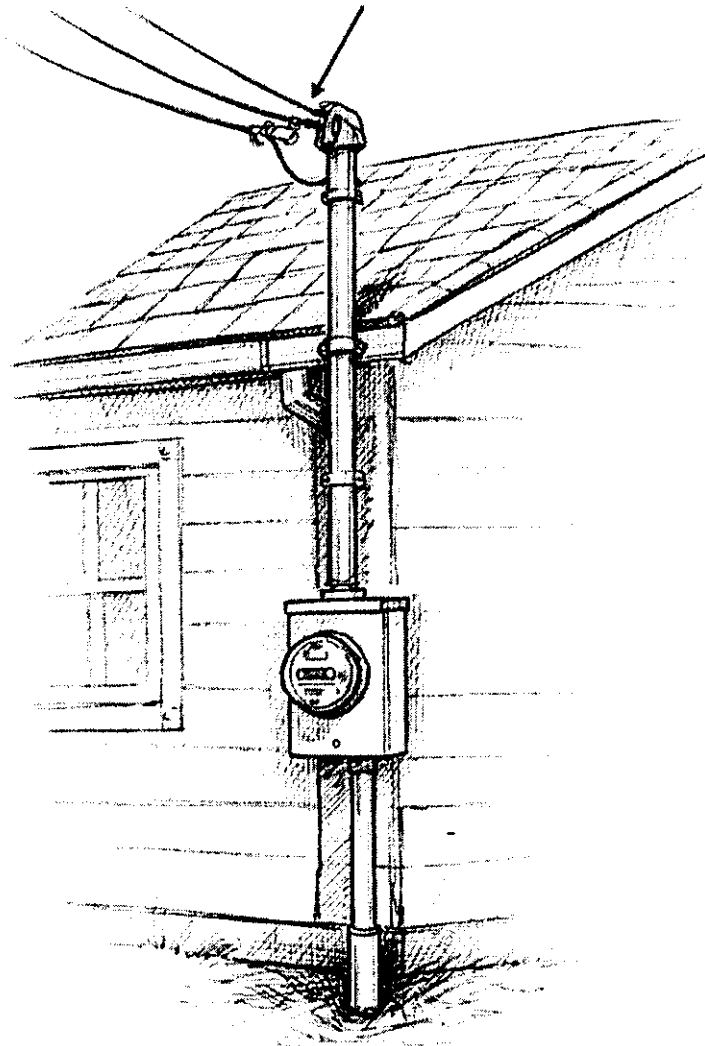
- General Depiction of the Service Point



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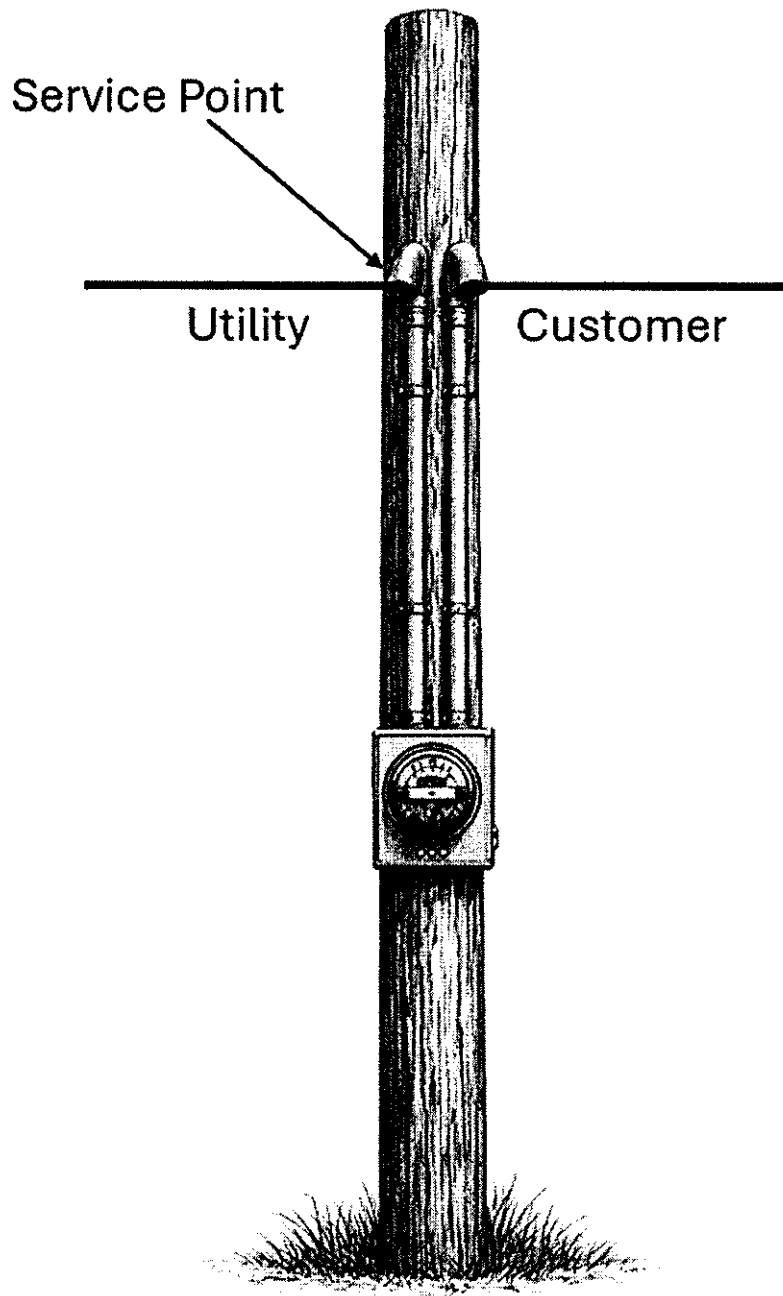
- Overhead Service – Meter on Customer Building

Service Point



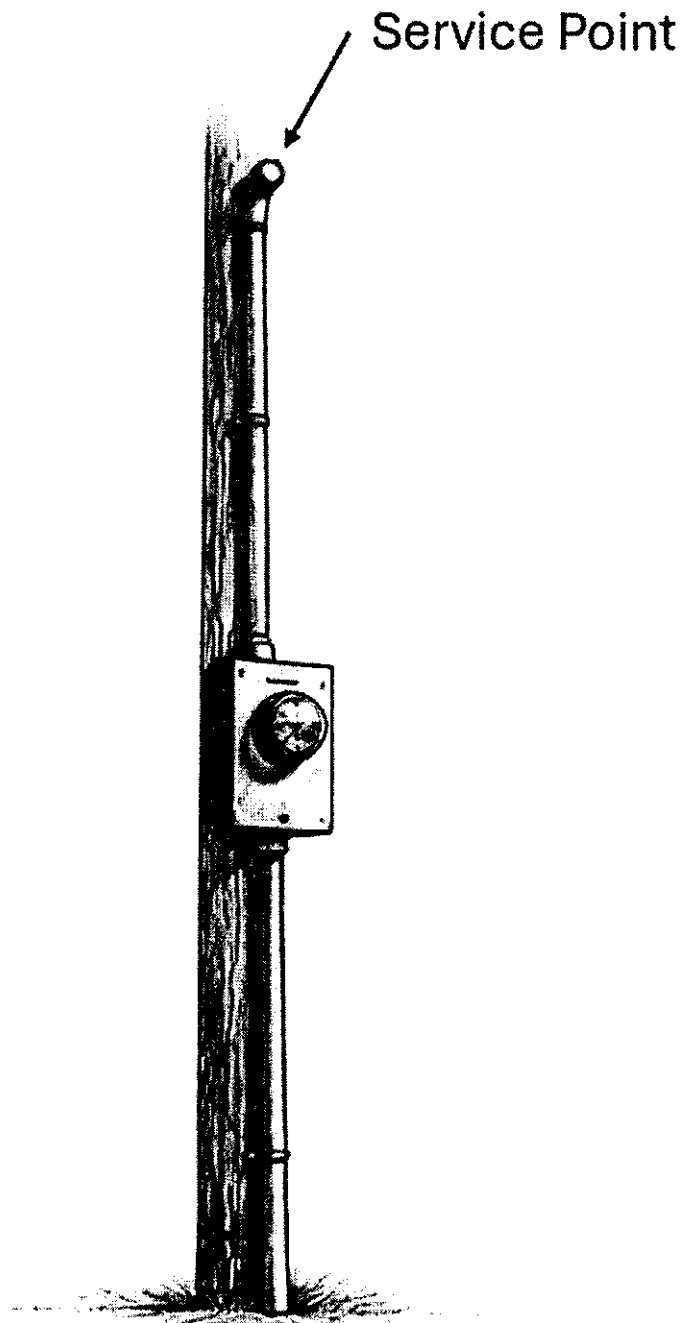
-
- Service point is the connection at the weatherhead between utility overhead span and customer riser conductors.

- Overhead Service – Meter on Utility Pole



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- Service point is the connection at the weatherhead between utility overhead span and customer riser conductors.

- Underground Service – Meter on Utility Pole

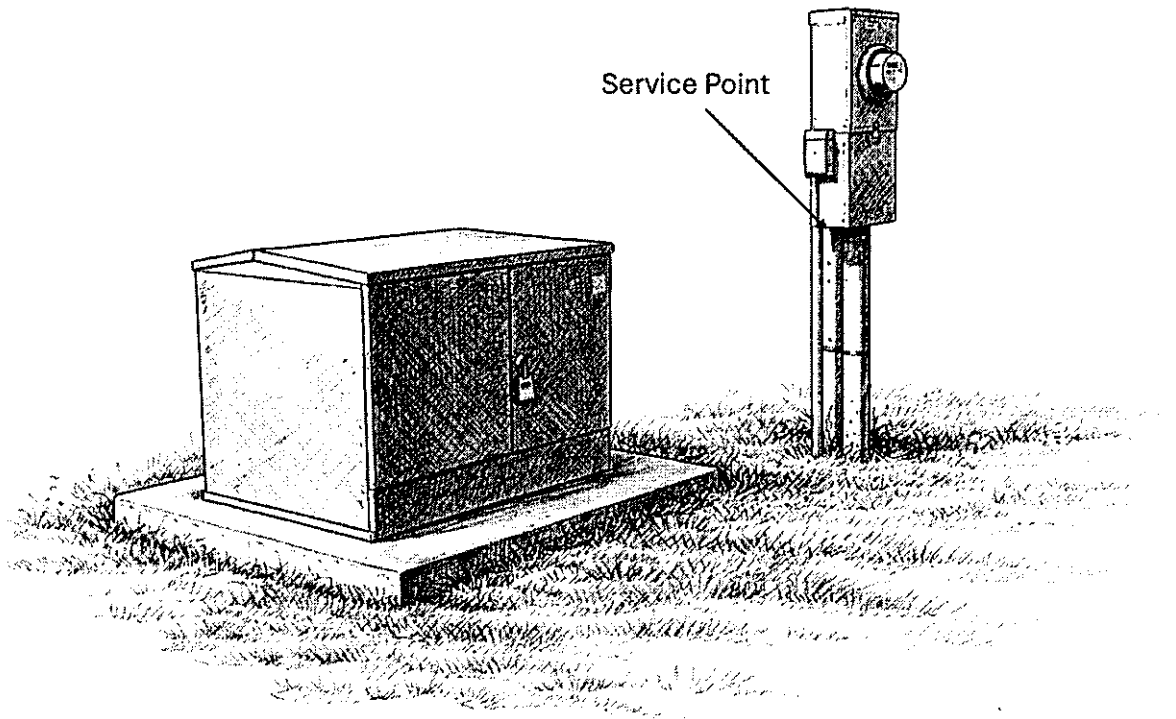


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- Service point is the connection at the weatherhead between utility overhead span and customer riser conductors.

- Underground Service – Meter on Customer Building
 - Service point is either
 - Base of pole (when sourced from overhead line in right of way)
 - Transformer secondary connections (when sourced directly from padmount transformer)
 - Secondary junction box (sourced from secondary junction box)
 - Line side connection on transition cabinet (sourced from Customer transition cabinet)

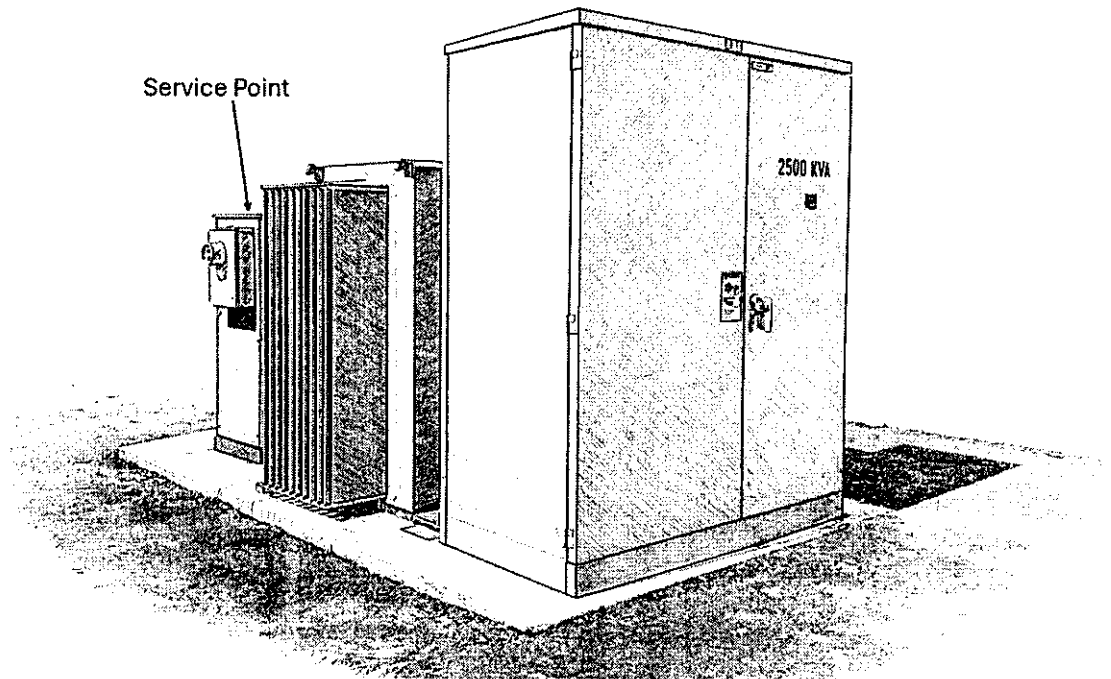
DRAFT

- Underground Service – Meter on Ped at Lot Line



-
- Service point is the connection at the line side of meter base between utility underground conductors and customer meter base.

- Underground Service – Meter on Transformer Pad



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- Transition Cabinet: Service point is the connection at the line side of transition cabinet between utility underground conductors and customer transition cabinet.
- CT Cabinet: Service point is the connection at the line side of CT cabinet between utility underground conductors and customer CT cabinet.

Appendix B – Standard Specifications and Approved Equipment

Standard Expectations

- Services >320A or >240V 1-phase or >200A 3-phase require instrument rated metering equipment
- Temporary/construction power meters shall meet the requirements of permanent unless exceptions are approved in writing by Utility
- Self-Contained
 - 200A 1-phase 3-wire
 - 320A 1-phase 3-wire
 - 200A 2-position 1-phase 3-wire
 - 200A 3-wire network or 3-phase 4-wire
 - Note: 5-wire
 - Approved Meter Sockets
 - Brand – Milbank or by Utility written approval
 - Style – Lever bypass (horn-type are not acceptable)
- Instrument Rated - Transition/Metering Cabinet
 - Contact utility for requirements
 - A maximum of 4 conductors can be landed on Utility transformer connections. Additional require a Customer transition cabinet.
- Labeling
 - Permanent
 - Legible
 - Not on socket cover
 - Clearly indicating what is served