

**MINUTES OF THE APRIL 18, 2023, SAUK CENTRE  
PUBLIC UTILITIES COMMISSION MEETING**

**CALL TO ORDER:**

1. The regular meeting of the Sauk Centre Public Utilities Commission was called to order by President Ted Spanier at 4:30 p.m. on April 18, 2023, at the office of the Sauk Centre Public Utilities. Commissioners present were Jeff Bromenshenkel, Wayne Senst, Warren Stone, and Mark Roberg. Also, present were Mary Reedy from CliftonLarsonAllen LLP, Water/Wastewater Supervisor Glenn Bauer, Electrical Supervisor Shannon Ellering, General Manager Debbie Boyer, and Secretary Jennie Frank. Commissioner Stone leaving at 5:40pm.

**MINUTES:**

2. By general consent, the following minutes were approved:
- a. The minutes of the last Regular Commission Meeting held on March 13, 2023.

**UTILITY BILLS:**

3a. A motion was introduced by Commissioner Roberg and seconded by Commissioner Stone that the following utility bills be approved:

The full listing of the March 2023 accounts payable in the amount of \$525,348.53.

Motion carried five to zero. The Visa bill was available for review.

**FINANCIAL REPORTS:**

4a&b. By general consent, the Commission approved all the Monthly and Investment Reports as presented by General Manager Boyer.

**CORRESPONDENCE AND MEETINGS:**

5a. The next regular meeting of the Sauk Centre Public Utilities Commission will be held on Monday, May 8, 2023, at 4:30 p.m.

b. MMUA Summer Conference is August 21-23, in Duluth, a new location this year. More information will be brought to another meeting.

**OLD BUSINESS:**

6a. A motion was made by Commissioner Bromenshenkel and seconded by Commissioner Stone to submit an offer of \$45,000 plus legal fees/closing costs, for the purchase of the Township Property for a future well. General Manager Boyer will be attending the next township meeting. Motion carried five to zero.

b. A motion was made by Commissioner Bromenshenkel and seconded by Commissioner Senst to approve putting items on MN Bid from the Depot Feeds building. The purchaser will have to provide their own insurance and have the items taken down by July 1, 2023. An ad will be placed in the Shopper as well. Motion carried five to zero.

**NEW BUSINESS :**

7a. Mary Reedy from CliftonLarsonAllen LLP at 4:30 presented the 2022 Annual Audit Report. By general consent, the 2022 Audit Report was approved.

b. A motion was made by Commissioner Stone and seconded by Commissioner Bromenshenkel to approve the statement from CliftonLarsonAllen in the amount of \$15,750 for the 2022 Audit. Motion carried five to zero.

c. Water/Wastewater Supervisor Glenn Bauer discussed Sauk Centre's Drinking Water Report for 2022. The report was available for the Commission to review. This report will be submitted to the Sauk Centre Herald for publishing and posted to the City's Web Site.

d. After a lengthy discussion on the MRES Generation Program with MRES paying 90% of the cost, a motion was made by Commissioner Senst and seconded by Commissioner Bromenshenkel to enter into agreement with MRES on generation and to request the 10 MW Generator for the Reserved Capacity Agreement. Motion carried five to zero.

e. A motion was made by Commissioner Stone and seconded by Commissioner Roberg to donate \$1,000 for the Annual Sinclair Lewis Days. Motion carried five to zero.

## **COMMISSIONERS ITEMS:**

### 8a. Commissioners & Other Committee Items / Reports

#### b. Personnel Committee

1. The Personnel Committee updated the Commission on the Office Assistant position. A motion was made by Commissioner Bromenshenkel and seconded by Commissioner Roberg to approve the hire of a full-time Office Assistant position. Motion carried four to zero.

## **GENERAL MANAGER AND SUPERVISOR'S ITEMS:**

9a. A motion was made by Commissioner Sens and seconded by Commissioner Roberg to approve the hiring of a summer help position for up to 32 hours per week with the increased rate of \$14.00/hr. Motion carried four to zero.

b. A motion was made by Commissioner Bromenshenkel and seconded by Commissioner Sens to award \$750 to Applicant #2, Reese Blondin, the local winner of the Tom Bovitz Memorial Scholarship. Blondin's essay will be sent on to MMUA for further judging. Motion carried four to zero.

c. MRES recognizes Sauk Centre for reliable electric service. Informational only, no action needed.

d. Electrical Supervisor Shannon Ellering reviewed with the Commission the 2022 eReliability Tracker from APPA. No action was needed.

e. Information was given on the MN Department of Health, Sanitary Survey Report. Informational only, no action needed.

f. A motion was made by Commissioner Roberg and seconded by Commissioner Bromenshenkel to approve the invoice of \$33,946.35 from Northern Plains Contracting for the Daft at the Wastewater Plant. Motion carried four to zero.

g. Water/Wastewater Supervisor Glenn Bauer informed the Commission on the Lead and Copper Results from the MDH Compliance Review Summary. The Commission told Glenn to get a proposal from SEH to do a study on corrosion control treatment optimization and to bring the information to the next meeting.

**FOR YOUR INFORMATION ONLY**

Being no further business, a motion was made by Commissioner Bromenshenkel and seconded by Commissioner Senst to adjourn the meeting at 6:10 p.m. Motion carried four to zero.

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Jennie Frank, Secretary  
Sauk Centre Public Utilities Commission