

**MINUTES OF THE SEPTEMBER 10, 2018 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 Thomas at 4:00 p.m. on September 10, 2018 at the office of the Sauk Centre Public Utilities Commission. Commissioners present were Dave Thomas, Ted Spanier, Roy Walz, and Jeff Bromenshenkel. Also present were Water/Wastewater Supervisor Glenn Bauer and Secretary Debbie Boyer. Commissioner Roberg and Electric Supervisor John Egan were absent.

MINUTES:

2. By general consent, the following minutes were approved:
- a. The minutes of the last Regular Commission Meeting held on August 13, 2018.
 - b. The minutes from the Special Meeting held on August 20, 2018.

UTILITY BILLS:

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

The full listing of the August, 2018 accounts payable in the amount of \$619,482.42.

Motion carried unanimously four 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 Secretary Boyer.

CORRESPONDENCE AND MEETINGS:

5a. The next regular meeting of the Sauk Centre Public Utilities Commission will be held on October 8, 2018 at 4:00 p.m.

5b. Discussion was held on the upcoming MRES Annual Area Meeting being held on October 24, 2018 in Alexandria, MN. Commissioners Thomas and Bromenshenkel are interested in attending.

OLD BUSINESS :

NEW BUSINESS :

7a. A motion was made by Commissioner Spanier and seconded by Commissioner Walz to approve the advertising request from Youth Hockey/Civic Arena in the amount of \$150.00. Motion carried four to zero.

b. A motion was made by Commissioner Bromenshenkel and seconded by Commissioner Spanier to accept the CliftonLarsonAllen Audit Proposal for 2018 in the amount of \$15,850.00. Motion carried four to zero.

c. A motion was made by Commissioner Walz and seconded by Commissioner Bromenshenkel to accept MMUA's Safety Contract in the amount of \$11,200.00. Motion carried four to zero.

COMMISSIONERS ITEMS:

8a. Commissioners & Other Committee Items / Reports

1. Commissioner Thomas discussed the MMUA Summer Conference that was held in Alexandria, MN.
2. A motion was made by Commissioner Spanier and seconded by Commissioner Walz to elect Commissioner Roberg and Commissioner Bromenshenkel to the Finance Committee. Motion carried four to zero.
3. A motion was made by Commissioner Spanier and seconded by Commissioner Bromenshenkel to elect Commissioner Spanier and Commissioner Walz to the Operations Committee. Motion carried four to zero.

b. Personnel Committee

1. Commissioner Spanier informed the Commission that they will be meeting with Supervisor Egan to discuss the hiring of a Line Supervisor. Two internal applicants applied.

SUPERVISOR' S ITEMS :

9a. Water/Wastewater Supervisor Bauer informed the Commissioner that Tri-State Pump will be doing their Annual Pump Inspection again this year. Lifts will be checked.

b. A motion was made by Commissioner Walz and seconded by Commissioner Bromenshenkel to approve the quote in the amount of \$2776.00 from Flexible Pipe Tool Company for replacing rods on the rodder. Motion carried four to zero.

FOR YOUR INFORMATION ONLY

1. Reminder of Open House on September 28, 2018 from 11 am – 1 pm
2. SEH has completed the WWTP Application for Permit
3. Well #5 is Completed
4. Update on North End Project

Being no further business, a motion was made by Commission Walz and seconded by Commissioner Bromenshenkel to adjourn the meeting at 4:40 pm. Motion carried four to zero.

Debbie Boyer, Secretary
Sauk Centre Public Utilities Commission