

**MINUTES OF THE SEPTEMBER 11, 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 Vice President Jeff Bromenshenkel at 4:30 p.m. on September 11, 2023, at the office of the Sauk Centre Public Utilities. Commissioners present were Warren Stone, Mark Roberg, and Wayne Senst. Also, present were Water/Wastewater Supervisor Glenn Bauer, General Manager Debbie Boyer, and Secretary Jennie Frank. President Ted Spanier and Electrical Supervisor Shannon Ellering were absent.

MINUTES:

2. By general consent, the following minutes were approved:

- a. The minutes of the last Regular Commission Meeting held on August 7, 2023.

UTILITY BILLS:

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

The full listing of the August 2023 accounts payable in the amount of \$1,414,677.39.

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

FINANCIAL REPORTS:

4a&b. By general consent, the Commission approved 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 Tuesday, October 17, 2023, at 4:30 p.m.

b. Commissioner Stone will get back to General Manager Boyer on attending the MRES Area Meeting in Alexandria on Wednesday, October 25, 2023.

OLD BUSINESS:

6a. Water/Wastewater Supervisor Bauer updated the Commission on Well #5. The MN Dept. of Health and the DNR are reviewing the plans and specs. Informational only, no action needed.

NEW BUSINESS:

7a. General Manager Boyer presented the Liability and Workers' Compensation renewal through LMCIT. A motion was made by Commissioner Sens and seconded by Commissioner Stone to approve the regular premium option for Workers' Compensation coverage for \$28,889. Motion carried four to zero. Another motion was made by Commissioner Sens and seconded by Commissioner Roberg to retain the current coverage of \$2,000,000 and waive statutory limits on liability coverage with the premium of \$60,796 and the deductible staying at \$500. Motion carried four to zero.

b. Union Notice to negotiate for the 2024 contracts was presented. The Personnel Committee and General Manager Boyer will start the negotiation process with the Union. Informational only, no action needed at this time.

COMMISSIONERS ITEMS:

8a. Commissioners & Other Committee Items / Reports

b. Personnel Committee

GENERAL MANAGER AND SUPERVISOR'S ITEMS:

9a. A motion was made by Commissioner Sens and seconded by Commissioner Roberg to approve Change Order #3 from Northern Plains for additional conduit for the flow meter, for the daft at the Wastewater Plant, in the amount of \$1,083.66 with verifying the additional margin charges. There was also a change order for \$1788.12 for conduit relocation. Motion carried three to one, with Commissioner Stone against.

b. Commissioner Stone made a motion to enter into the Agreement for Professional Services with DGR Engineering for the Generation Addition Feasibility Study estimated at \$25,000 and was seconded by Commissioner Sens. Motion carried four to zero.

c. Three bids were received for the North Substation Transformer, one from Weg Transformer USA, LLC in the amount of \$1,371,000 and one from Hitachi Energy USA in the amount of \$1,898,800. After some discussion Commissioner Stone made a motion to accept the Pennsylvania Transformer bid for \$1,276,330, pending final specifications list, and paying 50% upfront, seconded by Commissioner Roberg. Motion carried four to zero.

d. Three bids were received for the replacement of Wastewater Unit #54. Two separate bids from Dan Welle Southtown, one for a 2024 Ram 2500 Tradesman for \$54,550 and the second for a 2024 Chevrolet 2500 WT for \$55,910. A motion was made by Commissioner Senst and seconded by Commissioner Stone to approve the bid from John Weise Ford for a W2B 4x4 Crew Cab SRW in the amount of \$54,955. The Commission went with the higher bid of John Wiese due to the aluminum box option. Aluminum boxes hold up longer. Motion carried four to zero.

FOR YOUR INFORMATION ONLY

Being no further business, a motion was made by Commissioner Roberg and seconded by Commissioner Senst to adjourn the meeting at 5:20 p.m. Motion carried four to zero.

Jennie Frank, Secretary
Sauk Centre Public Utilities Commission