

**MINUTES OF THE JANUARY 13, 2020 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 Spanier at 4:15 p.m. on January 13, 2020 at the office of the Sauk Centre Public Utilities Commission. Commissioners present were Ted Spanier, Jeff Bromenshenkel, Mark Roberg and John Egan. Also present were Water/Wastewater Supervisor Glenn Bauer, Electrical Supervisor Shannon Ellering and Secretary Debbie Boyer. Commissioner Wayne Senst was absent.

MINUTES:

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

- a. The minutes of the last Regular Commission Meeting held on December 9, 2019.

UTILITY BILLS:

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

The full listing of the December 2019 accounts payable in the amount of \$461,292.47.

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

FINANCIAL REPORTS:

4a&d. By general consent, the Commission approved all the Monthly, Investment, and CIP Reports as presented by Secretary Boyer.

4b. A motion was made by Commissioner Bromenshenkel and seconded by Commissioner Roberg to approve the write-off of delinquent accounts in the amount of \$8,208.41. Motion carried four to zero.

CORRESPONDENCE AND MEETINGS:

5a. The next regular meeting of the Sauk Centre Public Utilities Commission will be held on Tuesday, February 18, 2019 at 4:30 p.m.

b. A motion was made by Commissioner Bromenshenkel and seconded by Commissioner Egan to change

the starting time of the SCPUC's meetings to 4:30 p.m. Motion carried four to zero.

OLD BUSINESS :

NEW BUSINESS :

- 7a. A motion was made by Commissioner Roberg and seconded by Commissioner Bromenshenkel to Approve the Water/Wastewater rate increase for 2020. Average increase is about 5% in both departments. Motion carried four to zero.
- b. A motion was made by Commissioner Bromenshenkel and seconded by Commissioner Egan to approve the 2020 Operational Policy Rate Schedule. Motion carried four to zero.
- c. A motion was made by Commissioner Bromenshenkel and seconded by Commissioner Roberg to approve the 2020 Electric, Water, and Wastewater Budgets and Capital Improvement Plans as presented by Secretary Boyer. Motion carried four to zero.
- d. The Cogeneration and Small Power Production Tariff was presented to the Commission for review and Commissioner Roberg made a motion that was seconded by Commissioner Egan to acknowledge the report. Motion carried four to zero.
- e. A motion was made by Commissioner Roberg and seconded by Commissioner Egan to approve participating in the Tom Bovitz Memorial Scholarship from MMUA in the amount of \$500 for a local student. Motion carried four to zero.
- f. A motion was made by Commissioner Bromenshenkel and seconded by Commissioner Roberg to approve the WAPA Administrative Services Agreement. Motion carried four to zero.

COMMISSIONERS ITEMS:

8a. Commissioners & Other Committee Items / Reports

1. Council meeting attendance was discussed. It was that after each commission meeting a recap of items of discussion be provided to Mayor Stone.
2. Discussion on the Rules of the Commission was tabled until next month.
3. Protocol was discussed with the Commission. Reminder of the Open Meeting Law. No further action was required.

b. Personnel Committee

1.

GENERAL MANAGER AND SUPERVISOR'S ITEMS:

9a. After some discussion the Commission decided to hold off on making any repairs to the 2005 Dodge Caravan. They will relook at this issue next fall.

b. Discussion was held on Electrical Lineman Justin Henrichs. He was injured on 1-4-2020 and will be out of work for an undetermined length of time. Further discussion will be held as Justin obtains strength and knowledge of how his condition is improving. Informational only, no action taken.

c. A motion was made by Commissioner Bromenshenkel and seconded by Commissioner Roberg to approve to pay Shannon Ellering wages or bank time for the increased overtime he will be required to work due to Justin Henrichs being away from the job. Motion carried four to zero.

d. Supervisor Bauer informed the Commission on the Wellhead Protection Plan Part 2. There will more than likely be a public hearing in April 2020 regarding this plan.

e. Supervisor Bauer updated the Commission on AMI. There has been much progress with the water side of AMI.

FOR YOUR INFORMATION ONLY

1. 2020 Mileage Rate is .575 cents per mile
2. 2019 Expenses for Customer/Commission/Staff Meetings \$3,093.67
3. 2019 Dividend from League of MN Cities Insurance Trust / Enc
4. Flushable Wipes Litigation is Settled

Being no further business, a motion was made by Commission Egan and seconded by Commissioner Bromenshenkel to adjourn the meeting at 5:40 pm. Motion carried four to zero.

Debbie Boyer, Secretary
Sauk Centre Public Utilities Commission