

**MINUTES OF THE JANUARY 7, 2019 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 4:10 p.m. on January 7, 2019 at the office of the Sauk Centre Public Utilities Commission. Commissioners present were Dave Thomas, Ted Spanier, Jeff Bromenshenkel, Roy Walz and Mark Roberg. Also present were Water/Wastewater Supervisor Glenn Bauer, Electrical Supervisor Shannon Ellering and Secretary Debbie Boyer.

**MINUTES:**

2. By general consent, the following minutes were approved:
- a. The minutes of the last Regular Commission Meeting held on December 10, 2018.

**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 2018 accounts payable in the amount of \$469,354.11.

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

**FINANCIAL REPORTS:**

4ac&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 Spanier and seconded by Commissioner Bromenshenkel to approve the write-off of delinquent accounts in the amount of \$2,623.15. Motion carried five to zero.

**CORRESPONDENCE AND MEETINGS:**

5a. The next regular meeting of the Sauk Centre Public Utilities Commission will be held on Monday, February 11, 2019 at 4:00 p.m.

b. 2019 Chamber Dinner & Awards Ceremony, January 21, 2019. No one is planning to attend.

**OLD BUSINESS :**

**NEW BUSINESS :**

7a. A motion was made by Commissioner Roberg and seconded by Commissioner Walz to approve the 2019 Operational Policy Rate Schedule. Motion carried five to zero.

b. A motion was made by Commissioner Walz and seconded by Commissioner Bromenshenkel to approve the 2019 Electric, Water, and Wastewater Budgets and Capital Improvement Plans as presented by Secretary Boyer. Motion carried five to zero.

c. The Cogeneration and Small Power Production Tariff was presented to the Commission for review and acknowledgement. No further action was taken.

d. A motion was made by Commissioner Spanier and seconded by Commissioner Roberg to approve participating in the Tom Bovitz Memorial Scholarship from MMUA in the amount of \$500 for a local student. Motion carried five to zero.

**COMMISSIONERS ITEMS:**

8a. Commissioners & Other Committee Items / Reports

1. Warehouse Committee will update Commission next meeting on the new bldg.

b. Personnel Committee

1. A motion was made by Commissioner Bromenshenkel and seconded by Commissioner Walz to approve the hiring of Debbie Boyer as the General Manager of the Sauk Centre Public Utilities. Retro-active to January 1, 2019. This position is a combination of the Superintendent and the Office Manager positions with a salary of \$49.52 an hour. Motion carried five to zero.

2. A motion was made by Commissioner Roberg and seconded by Commissioner Bromenshenkel to approve the hiring of Reid Pearson as a Lineman for the Sauk Centre Public Utilities. His start date will be January 22, 2019. Starting wage will be \$34.92. There is a six-month probation at which he will be paid \$.50 less per hour than the wage rate until his successful completion of probation. Motion carried five to zero.

3. The Commissioners received the Doctor's Approval Letter for Debra Metcalf stating she can work part-time as tolerated.

**SUPERVISOR'S ITEMS:**

9a. Supervisor Bauer discussed with the Commission the increased TSS at the Wastewater Treatment Plant. SEH and Supervisor Bauer would like to do further research regarding this issue. They will be planning to come back to the Commission with further information.

b. Linemen Justin Henrichs and Justin Hinnenkamp have passed the State Journeyman Test.

c. A motion was made by Commissioner Spanier and seconded by Commissioner Walz to approve the Getty Street Project bill in the amount of \$66,356.44. Motion carried five to zero.

d. A motion was made by Commissioner Spanier and seconded by Commissioner Roberg to approve the North End Project bills in the amount of \$406,342.52 for Sanitary and \$527,975.92 for Water. Motion carried five to zero.

**FOR YOUR INFORMATION ONLY**

1. 2019 Mileage Rate is .58 cents per mile
2. 2018 Expenses for Customer/Commission/Staff Meetings \$4,530.24
3. 2018 Dividend from League of MN Cities Insurance Trust / Enc

Being no further business, a motion was made by Commission Walz and seconded by Commissioner Bromenshenkel to adjourn the meeting at 5:25 pm. Motion carried five to zero.

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Debbie Boyer, Secretary  
Sauk Centre Public Utilities Commission