

**MINUTES OF THE OCTOBER 8, 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 October 8, 2018 at the office of the Sauk Centre Public Utilities Commission. Commissioners present were Dave Thomas, Ted Spanier, Jeff Bromenshenkel, and Mark Roberg. Also present were Water/Wastewater Supervisor Glenn Bauer, Electrical Supervisor Shannon Ellering, and Secretary Debbie Boyer. Commissioner Walz was absent.

**MINUTES:**

2. By general consent, the following minutes were approved:
- a. The minutes of the last Regular Commission Meeting held on September 10, 2018.
  - b. The minutes from the Special Meeting held on September 18, 2018.

**UTILITY BILLS:**

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

The full listing of the September 2018 accounts payable in the amount of \$564,362.40.

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

**FINANCIAL REPORTS:**

4abc&d. By general consent, the Commission approved all the Monthly, Delinquent, CIP, 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 Tuesday, November 13, 2018 at 4:00 p.m.

5b. MRES Annual Area Meeting will be held on October 24, 2018 in Alexandria, MN. Commissioners Thomas and Electrical Supervisor Ellering are interested in attending.

**OLD BUSINESS :**

**NEW BUSINESS :**

**COMMISSIONERS ITEMS:**

8a. Commissioners & Other Committee Items / Reports

1. Warehouse Committee will bring information to the Commission regarding Sourcewell.

b. Personnel Committee

**SUPERVISOR' S ITEMS :**

9a. By general consent, the Commission approved the quote in the amount of \$1540 from Tri-State Pump for maintenance of lift stations on Lakeshore Drive and 3<sup>rd</sup> Street.

b. Secretary Boyer updated the Commission on the 100<sup>th</sup> Anniversary Open House held on Friday, September 28, 2018. There were approximately 350 people served. Sheila Rutten won the \$100 Chamber Bucks and Betty Richters won the rain barrel.

c. The Supervisors discussed AMI with the Commission. The water department is having some issues with the water nodes. Nodes are failing and there are battery issues. Electric department has had issues with the 3 phase meters. Further discussion will be held on these issues.

d. A motion was made by Commissioner Spanier and seconded by Commissioner Bromenshenkel to approve advertising for the electrical lineman position. Advertising will be posted on-line with MMUA, SCPUC, and League of MN Cities. The ad will also be published in the SC Herald. Motion carried four to zero.

e. A motion was made by Commissioner Bromenshenkel and seconded by Commissioner Roberg to approve Justin Henrich to come off probation. He will be given retro-active pay back to August 26, 2018. This is the 50 cents per hour withheld during his extended probation. Motion carried four to zero.

## **FOR YOUR INFORMATION ONLY**

1. Felling Trailers and River of Life Church Wac/Sac Fees are Paid
2. CDR Update
3. Roof Replacement for 2019 Budget

Being no further business, a motion was made by Commission Spanier and seconded by Commissioner Bromenshenkel to adjourn the meeting at 5:10 pm. Motion carried four to zero.

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Debbie Boyer, Secretary  
Sauk Centre Public Utilities Commission