

**MINUTES OF THE OCTOBER 14, 2024, 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 Ted Spanier at 4:31 p.m. on October 14, 2024, at the office of the Sauk Centre Public Utilities. Commissioners present were Jeff Bromenshenkel, Warren Stone, Wayne Senst, and Mark Roberg. Also, present were Electrical Supervisor Shannon Ellering, General Manager Debbie Boyer, and Secretary Jennie Frank. Water/Wastewater Supervisor Glenn Bauer was absent.

MINUTES:

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

- a. The minutes of the last Regular Commission Meeting held on September 9, 2024.

UTILITY BILLS:

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

The full listing of the September 2024 accounts payable in the amount of \$1,058,947.41.

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

FINANCIAL REPORTS:

4ab&c. By general consent, the Commission approved all the Monthly, Investment, and 4M Fund 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 Wednesday, November 13, 2024, at 4:30 p.m.

OLD BUSINESS:

6a. Electrical Supervisor Ellering updated the Commission on the Substation Project. Informational only, no action needed.

b. A motion was made by Commissioner Bromenshenkel and seconded by Commissioner Stone to approve DGR to get bids for Phase 2 construction for the Substation Project. Motion carried five to zero.

c. President Spanier made a motion to approve ordering one 2,725 kW generator from Ziegler to further our generation process with no obligation to purchase, and was seconded by Commissioner Stone. Motion carried five to zero.

NEW BUSINESS:

7a. A motion was made by Commissioner Roberg and seconded by Commissioner Senst to approve the proposal from CliftonLarsonAllen for the 2024 Audit in the amount of \$22,150 and the 5% technology and client support fee. Motion carried five to zero.

b. General Manager Boyer informed the Commission on the new Health Partners premiums for 2025 with an increase from 13.81% to 16.32% depending on plan. The Commission approved by general consent.

c. A motion was made by Commissioner Senst and seconded by Commissioner Bromenshenkel to approve Payment #4 in the amount of \$115,491.69 and Payment #5 in the amount of \$36,432.50 to Traut Wells for Well #8 construction. Motion carried five to zero.

d. Two motions were made by Commissioner Senst and seconded by Commissioner Roberg to approve two bids for a total for \$313,998.15 for Phase 1B & 2 Padmount Transformers for the Electric Distribution Improvements Project. Bid Number 1 for the Three Phase Padmount Distribution Transformers from Dakota Supply Group in the amount of \$163,935.40 and WESCO Distribution, Inc. in the amount of \$191,164.80. The approved bid to RESCO in the amount of \$115,904.76. Bid Number 2 base bids for the Single Phase Distribution Transformers from WESCO Distribution, Inc. in the amount of \$290,579.93 and two alternative bids from Dakota Supply Group in the amount of \$270,141.46 and WESCO Distribution, Inc. in the amount of \$309,639.90. The approved bid from RESCO in the amount of \$198,093.39, includes additional 50kVA transformer purchase. Motion carried five to zero.

e. A motion was made by Commissioner Stone and seconded by Commissioner Bromenshenkel to approve Payment #6 to Castrejon in the amount of \$46,001.09. Motion carried five to zero.

COMMISSIONERS ITEMS:

8a. Commissioners & Other Committee Items / Reports

b. Personnel Committee

GENERAL MANAGER AND SUPERVISOR'S ITEMS:

9a. A motion was made by President Spanier and seconded by Commissioner Stone to offer Anderson's \$29,000 to purchase two parcels by the Wastewater Treatment Plant with the condition of no transferring sign to new ownership. Becomes city sign. The purchase will then be split between the PUC and the City.

Motion carried four to one, with Commissioner Senst opposing.

b. A discussion was held for allowing winter parking on the south side of the PUC office building for the 2024-2025 winter season for tenants on 1st St S.

c. The PUC will offer a gift certificate to the winner of each school for the Minnesota Rural Water Poster Contest. Informational only, no action needed.

d. Information was given on the MN Annual Water System Audit from MDH. Informational only, no action needed.

e. A motion was made by Commissioner Senst and seconded by Commissioner Bromenshenkel for approval to have Stantec include the water line extension on 12th St with the Birch and Ash St projects specs. Motion carried five to zero.

FOR YOUR INFORMATION ONLY

Being no further business, a motion was made by Commissioner Stone and seconded by Commissioner Roberg to adjourn the meeting at 6:00 p.m. Motion carried five to zero.

Jennie Frank, Secretary
Sauk Centre Public Utilities Commission