

**MINUTES OF THE OCTOBER 17, 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 President Ted Spanier at 4:30 p.m. on October 17, 2023, at the office of the Sauk Centre Public Utilities. Commissioners present were Jeff Bromenshenkel, Warren Stone, Mark Roberg, and Wayne Senst. Also, present were Water/Wastewater Supervisor Glenn Bauer, Electrical Supervisor Shannon Ellering, General Manager Debbie Boyer, and Secretary Jennie Frank. Commissioner Roberg leaving at 5:00 p.m.

MINUTES:

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

- a. The minutes of the last Regular Commission Meeting held on September 11, 2023.

UTILITY BILLS:

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

The full listing of the September 2023 accounts payable in the amount of \$713,584.75.

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

FINANCIAL REPORTS:

4abc&d. By general consent, the Commission approved the Monthly, Investment, CIP, and Delinquent 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 Monday, November 13, 2023, at 4:30 p.m.

b. General Manager Boyer and Electrical Supervisor Ellering will be attending the MRES Area Meeting in Alexandria on Wednesday, October 25, 2023.

OLD BUSINESS:

6a. Water/Wastewater Supervisor Bauer updated the Commission on the test drills on the city property. There was no water found for a municipal well on the city property. Informational only.

b. A motion was made by President Spanier and seconded by Commissioner Senst to offer up to \$60,000.00 for the Township Property with the utilities paying the closing costs. General Manager Boyer and a couple Commissioners will attend the next Township Meeting and hopefully come up with a good faith offer. Motion carried five to zero.

NEW BUSINESS:

7a. A motion was made by Commissioner Senst and seconded by Commissioner Bromenshenkel to approve the proposal from CliftonLarsonAllen for the 2023 Audit in the amount of \$21,500 with an additional \$2,500 for Risk Auditing Standards, \$1,000 for SBITAs audit resource fee, additional audit testing for GASB starting at \$275/hr. and the 5% technology and client support fee. Motion carried four to zero.

b. A motion was made by Commissioner Stone and seconded by Commissioner Bromenshenkel to approve the invoice for payment #6 of \$4,872.41 from Northern Plains Contracting for the Daft at the Wastewater Plant. Motion carried four to zero.

c. Commissioner Bromenshenkel made a motion to continue with the MMUA Safety Management Program, Tier 2, with a 15-month contract for \$18,662.00 and was seconded by Commissioner Senst. Motion carried four to zero.

COMMISSIONERS ITEMS:

8a. Commissioners & Other Committee Items / Reports

b. Personnel Committee

1. The Personal Committee informed the Commission on the Union Negotiations and were seeking further guidance on a couple topics. A discussion was held on HSA contributions and on the work schedule for the summer months. No action needed.

GENERAL MANAGER AND SUPERVISOR'S ITEMS:

9a. General Manager Boyer informed the Commission that DGR will be going out for bids for Switch Gear Materials. No action needed. A discussion was also held on the Generation Addition Feasibility Study and the addition of a generator. A motion was made by Commissioner Bromenshenkel and seconded by Commissioner Stone to spend up to \$8 million for the generation.

b. Information was given on the water nodes from Eaton. Informational only, no action needed.

FOR YOUR INFORMATION ONLY

Being no further business, a motion was made by Commissioner Bromenshenkel and seconded by Commissioner Sens to adjourn the meeting at 5:50 p.m. Motion carried four to zero.

Jennie Frank, Secretary
Sauk Centre Public Utilities Commission