

**MINUTES OF THE NOVEMBER 13, 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 November 13, 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.

MINUTES:

2. By general consent, the following minutes were approved:
- a. The minutes of the last Regular Commission Meeting held on October 17, 2023.

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 October 2023 accounts payable in the amount of \$649,625.44.

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 3rd Quarter 2023 Financial 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, December 11, 2023, at 4:30 p.m.

OLD BUSINESS:

6a. The Utilities are planning to purchase two parcels from the Township for \$60,000 with closing cost being paid by the Utilities. The Township would like a check before the end of the year. Also note, Commissioner Senst was at the Township Meeting for a personal issue and not representing the Utilities.

NEW BUSINESS:

7a. General Manager Boyer informed the Commission that WAPA is estimating no additional change to the Drought Adder component for 2024. Informational only.

b. General Manager Boyer informed the Commission on the approval of \$10,000 from the Minnesota Department of Health (MDH) Source Water Protection (SWP) Implementation Grant for Fall 2023. No action needed.

COMMISSIONERS ITEMS:

8a. Commissioners & Other Committee Items / Reports

b. Personnel Committee

1. A motion was made by Commissioner Senst and seconded by Commissioner Bromenshenkel to approve the updated Union Contract for the years 2024-2026. Motion carried five to zero. A motion was made by Commissioner Senst to approve the Non-Union Contract for 2024-2026, and including non-union employees completing 34 years of continuous service shall earn 10.77 per pay period for vacation pay, Electric Supervisor will be paid/bank overtime hours for call outs and approve the Accounting Position wage increase of up to \$4/hr. to reflect the pay scale for the industry. Commissioner Bromenshenkel seconded the motion. Motion carried five to zero.

GENERAL MANAGER AND SUPERVISOR'S ITEMS:

9a. General Manager Boyer informed the Commission on the new Health Partners premiums for 2024. No action needed, informational only.

b. DGR received three bids for furnishing Electric Substation Materials-North Substation. One from Dakota Supply Group for Circuit Breaker \$85,578.95, GOAB Switch \$9,829.08, and CVT \$9,173.69. A second bid from Border States for Circuit Breaker \$90,370.00, GOAB Switch \$28,602.00, and CVT \$11,700.00. With the DGR Bid recommendations, low bid was approved by General Consent to Dakota Supply Group of Sioux Falls.

FOR YOUR INFORMATION ONLY

Being no further business, a motion was made by Commissioner Roberg and seconded by Commissioner Sens to adjourn the meeting at 5:48 p.m. Motion carried five to zero.

Jennie Frank, Secretary
Sauk Centre Public Utilities Commission