

**MINUTES OF THE DECEMBER 9, 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 Dave Thomas at 4:00 p.m. on December 9, 2019 at the office of the Sauk Centre Public Utilities Commission. Commissioners present were Jeff Bromenshenkel, Dave Thomas, Ted Spanier and John Egan. Mark Roberg arrived at 4:20. Also present were Electrical Supervisor Shannon Ellering, and General Manager Debbie Boyer. Water/Wastewater Supervisor Bauer was absent.

MINUTES:

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

- a. The minutes of the last Regular Commission Meeting held on November 12, 2019.

UTILITY BILLS:

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

The full listing of the November 2019 accounts payable in the amount of \$404,243.37.

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

FINANCIAL REPORTS:

4a&b. By general consent, the Commission approved all the Monthly and Investment Reports as presented by General Manager Boyer.

CORRESPONDENCE AND MEETINGS:

5a. The next regular and organizational meeting of the Sauk Centre Public Utilities Commission will be held on Monday, January 13, 2020 at 4:00 p.m.

OLD BUSINESS:

6a. Discussion was held on the hiring of a new attorney for the SCPUC. Spanier recommended Pemberton Law Office of Alexandria. Final decision will be made at a later date.

NEW BUSINESS:

7a. A motion was made by Commissioner Roberg and seconded by Commissioner Egan to approve MRES S-1 Rates & Excel Group Transmission for 2020. Motion carried five to zero.

b. A motion was made by Commissioner Spanier and seconded by Commissioner Bromenshenkel to approve MN Rural Water 2020 Annual Dues (Option B with \$25 going to equipment fund) in the amount of \$325. Motion carried five to zero.

c. A motion was made by Commissioner Spanier and seconded by Commissioner Egan to approve the Dollars for Scholars Request for 2020. The utility will offer a \$1,000 scholarship to a student entering an electric, water, or wastewater school. Parents are to be customers of the SCPUC. Motion carried five to zero.

d. A motion was made by Commissioner Roberg and seconded by Commissioner Bromenshenkel to approve the Sauk Centre Chamber Dues for 2020 in the amount of \$515. Motion carried five to zero.

COMMISSIONERS ITEMS:

8a. Commissioners & Other Committee Items / Reports

b. Personnel Committee

GENERAL MANAGER & SUPERVISOR'S ITEMS:

9a. A motion was made by Commissioner Spanier and seconded by Commissioner Bromenshenkel to accept completion of probation for Ben Deters. Motion carried five to zero.

b. Replacement or repair of the 2005 Dodge Van was discussed. This subject was tabled until next month so Supervisor Ellering could obtain quotes for repairs.

c. General Manager Boyer informed the Commission that the water line coming into the SCPUC building has a leak. Ilgen Excavation will be fixing the leak.

d. General Manager Boyer discussed the MN Department of Health's letter regarding WHP

violation. The utility will have a year to finish part two of the Wellhead Protection Plan.

e. Discussion was held on the building of a new substation along with a location. Commissioner Egan will work with Electrical Supervisor Ellering on gathering more information that will be needed to make a decision on these issues.

YOUR INFORMATION ONLY

1. Commission/Employee Gathering December 13, 2019

Being no further business, a motion was made by Commission Spanier and seconded by Commissioner Bromenshenkel to adjourn the meeting at 4:50 pm. Motion carried five to zero.

Debbie Boyer, Secretary
Sauk Centre Public Utilities Commission