

**MINUTES OF THE DECEMBER 11, 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 December 11, 2023, at the office of the Sauk Centre Public Utilities. Commissioners present were Jeff Bromenshenkel, Warren Stone, and Mark Roberg. Also, present were Water/Wastewater Supervisor Glenn Bauer, Electrical Supervisor Shannon Ellering, General Manager Debbie Boyer, and Secretary Jennie Frank. Commissioner Wayne Senst was absent.

MINUTES:

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

- a. The minutes of the last Regular Commission Meeting held on November 13, 2023.

UTILITY BILLS:

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

The full listing of the November 2023 accounts payable in the amount of \$543,588.15.

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 meetings of the Sauk Centre Public Utilities Commission will be held on Monday, January 8, 2024, at 4:30 p.m.

OLD BUSINESS:

6a. General Manager Boyer updated the Commission on the Township Property. The Township is reviewing the Purchase Agreement with a lawyer and title company and hopefully will have the Agreement to the City Council meeting December 20, 2023.

- b. An update was given by General Manager Boyer that the Depot Feeds building has been torn down.
- c. Water/Wastewater Supervisor Bauer updated the Commission on the status of old Well #5, now Well #8. More information will be brought to another meeting when bids are needed. Informational only.
- d. A motion was made by Commissioner Stone and seconded by Commissioner Bromenshenkel to approve the Missouri River Invoice for Utilismart in the amounts of \$27,500.00 integration fee, \$5,480.64 implementation fee, and an annual fee of \$15,934.68 for a total of \$48,915.32. Motion carried four to zero.
- e. By general consent, the Commission acknowledged and approved the eight recommended bids from DGR for furnishing electrical materials for the Electric Distribution Improvements-Phase 1A project.

NEW BUSINESS:

- 7a. General Manger Boyer presented the increase of 2.7% overall for the MRES S-1 Rates and the 1% increase for the Xcel Group transmission rates for 2024. A motion was made by Commissioner Roberg and seconded by Commissioner Bromenshenkel to approve the rates. Motion carried four to zero.
- b. General Manager Boyer presented the WAPA 2024 rates with no change to the Drought Adder component charge. Informational only.
- c. A motion was made by Commissioner Bromenshenkel to increase the proposed Electric Rate increase of 5% to 7% for 2024 and approve the proposed 5% Water rate increase and the proposed 5% Wastewater increase for 2024. Commissioner Stone seconded the motion. Motion carried four to zero.
- d. A motion was made by Commissioner Stone and seconded by Commissioner Roberg to approve the MN Rural Water Membership for 2024 (Option B with \$25 going to equipment fund) in the amount of \$425.00. Motion carried four to zero.
- e. Commissioner Bromenshenkel made a motion to approve the Sauk Centre Chamber Dues for 2024 in the amount of \$515.00 and was seconded by Commissioner Roberg. Motion carried four to zero.

f. A motion was made by Commissioner Stone and seconded by Commissioner Roberg to approve the 2024 C.I.P. Plans and Budgets for all departments, with the 7% increase to the electric. Motion carried four to zero.

g. A motion was made by Commssioner Bromenshenkel and seconded by Commissioner Stone to approve the Union Contract and the Non-Union Contract for the years 2024-2026. Motion carried four to zero.

COMMISSIONERS ITEMS:

8a. Commissioners & Other Committee Items / Reports

1. Ted Spanier and Jeff Bromenshenkel reapplied for the Commission.

b. Personnel Committee

GENERAL MANAGER AND SUPERVISOR'S ITEMS:

9a. A motion was made by Commissioner Bromenshenkel and seconded by Commissioner Stone to approve the Dollars for Scholars request for 2024. The utility will offer a \$2,000 scholarship to a student entering an electric, water, or wastewater school. Parents are to be customers of the SCPUC. Motion carried four to zero.

b. General Manager Boyer presented the Cogeneration/Production Tariff Report for acknowledgment by the Commission. No action needed.

c. Commissioner Roberg made a motion to approve the resolution for the adoption of the Cafeteria Plan and was seconded by Commissioner Bromenshenkel. Motion carried four to zero.

FOR YOUR INFORMATION ONLY

1. Employee Commission Gathering

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

Jennie Frank, Secretary
Sauk Centre Public Utilities Commission