

**MINUTES OF THE DECEMBER 10, 2018 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 Thomas at 4:00 p.m. on December 10, 2018 at the office of the Sauk Centre Public Utilities Commission. Commissioners present were Dave Thomas, Ted Spanier, Jeff Bromenshenkel, Roy Walz and Mark Roberg. Also present were Water/Wastewater Supervisor Glenn Bauer, Electrical Supervisor Shannon Ellering and Secretary Debbie Boyer.

MINUTES:

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

a. The minutes of the last Regular Commission Meeting held on November 13, 2018.

UTILITY BILLS:

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

The full listing of the November 2018 accounts payable in the amount of \$410,168.98.

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

Commissioner Roberg entered the meeting.

FINANCIAL REPORTS:

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

CORRESPONDENCE AND MEETINGS:

5a. The next regular and organizational meeting of the Sauk Centre Public Utilities Commission will be held on Monday, January 7, 2019 at 4:00 p.m.

OLD BUSINESS:

NEW BUSINESS:

7a. By general consent, the Commission approved the MRES S-1 Rates and Xcel Group Transmission Rates for 2019. With a rate increase to the MRES Purpa Rate of 2.56 cents in 2019.

b. A motion was made by Commissioner Bromenshenkel and seconded by Commissioner Roberg to approve the proposed rates for 2019. Electric will see no rate increase, except for the Distributed Generation Rate will increase to .02688. Water will have a 6% increase and wastewater will have a 4% increase. Motion carried five to zero.

c. A motion was made by Commissioner Roberg and seconded by Commissioner Walz to approve a \$1,000 scholarship to Dollars for Scholars for 2019 for a student entering an electrical lineman, water or wastewater school. Motion carried five to zero.

d. A motion was made by Commissioner Bromenshenkel and seconded by Commissioner Walz to approve MN Rural Water Associations Dues for 2019 in the amount of \$275. Motion carried five to zero.

e. A motion was made by Commissioner Spanier and seconded by Commissioner Roberg to approve the Memo of Understanding from AFSCME Council 65 regarding the change to health insurance. Motion carried five to zero.

f. A motion was made by Commissioner Bromenshenkel and seconded by Commissioner Walz to approve the Sauk Centre Chamber of Commerce Dues for 2019 in the amount of \$500. Motion carried five to zero.

COMMISSIONERS ITEMS:

8a. Commissioners & Other Committee Items / Reports

b. Personnel Committee

1. By general consent the Commission agreed to move forward with the hiring of Reid Pearson for the Electrical Lineman position pending approval of a clear drug and background check. Official hiring will be made at the January 7, 2019 Commission meeting.

2. By general consent the Commission agreed to move forward with the hiring of Debbie Boyer for the General Manager position. Official hiring will be made at the January 7, 2019 Commission meeting.

SUPERVISOR' S ITEMS :

9a. A motion was made by Commissioner Roberg and seconded by Commissioner Walz to approve Deb Metcalf working during medical leave pending a release to work form from the doctor. She can work as she sees fit to do. Motion carried five to zero.

b. Prior overtime was paid to the office staff for coving the work load of Deb Metcalf's position. A formal motion was made by Spanier and seconded by Bromenshenkel to approve overtime for office staff during the absence of Deb Metcalf. Motion carried five to zero.

c. A motion was made by Commissioner Walz and seconded by Commissioner Bromenshenkel to approve the closing of the office on December 24, 2018. Staff will use vacation for the day. Motion carried five to zero.

d. A motion was made by Commissioner Spanier and seconded by Commissioner Roberg to reimbursement Justin Hinnenkamp for wages that were not paid to him due to error. Justin Hinnenkamp had completed book four back on July 15, 2015 but was only being paid as completing book three. Justin will be back paid from July 15, 2015 to December 2, 2018. His reimbursement will be on the last check in December 2018. Motion carried five to zero.

FOR YOUR INFORMATION ONLY

1. MN Pollution Control Received Wastewater Facility Application/ Enc.

Being no further business, a motion was made by Commission Walz and seconded by Commissioner Bromenshenkel to adjourn the meeting at 5:10 pm. Motion carried five to zero.

Debbie Boyer, Secretary
Sauk Centre Public Utilities Commission