

**MINUTES OF THE MARCH 11, 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 March 11, 2019 at the office of the Sauk Centre Public Utilities Commission. Commissioners present were Ted Spanier, Roy Walz, Mark Roberg and Jeff Bromenshenkel. Also present were Water/Wastewater Supervisor Glenn Bauer, Electrical Supervisor Shannon Ellering, General Manager Debbie Boyer and Matt Worms from Worm's Lumber and Ready Mix LLC.

**MINUTES:**

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

- a. The minutes of the last Regular Commission Meeting held on February 11, 2019.

**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 February 2019 accounts payable in the amount of \$557,494.10.

Motion carried unanimously five 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 meeting of the Sauk Centre Public Utilities Commission will be held on Monday, April 8, 2019 at 4:00 p.m.

b. MRES' Annual Meeting will be May 8-9, 2019 in Sioux Falls, SD. Commissioner Dave Thomas, Debbie Boyer, and Shannon Ellering are planning to attend.

**OLD BUSINESS :**

**NEW BUSINESS :**

7a. A motion was made by Commission Spanier and seconded by Commissioner Roberg to approve payment for Big Sauk Lake Association 2019 Membership Dues in the amount of \$25. Motion carried five to zero.

**COMMISSIONERS ITEMS:**

8a. Commissioners & Other Committee Items / Reports

1. A motion was made by Commissioner Spanier and seconded by Commissioner Bromenshenkel to approve Worms Lumber and Ready Mix's low bid for the 60' x 160' Steel Framed Building in the amount of \$239,970.00. Commission also approved the Optional 3" WMP-VRR Plus Roof Condensation Insulation Installed for \$3,999. Total bid will be \$243,969.00. Motion carried five to zero.

b. Personnel Committee

1. A motion was made by Commissioner Walz and seconded by Commissioner Bromenshenkel to approve the hiring of a Water/Wastewater Operator. Ads will be put in the Shopper/S.C. Herald and on-line with League of MN Cities and MN Rural Water Association. Closing will be April 8, 2019. Motion carried five to zero.

**GENERAL MANAGER & SUPERVISOR'S ITEMS :**

9a. A motion was made by Commissioner Roberg and seconded by Commissioner Walz to approve the Certificate of Adoption for the Water Supply Plan. Motion carried five to zero.

b. Water/Wastewater Supervisor Bauer informed the Commission on a chemical feed issue at the wastewater plant. This issue is a result of a bad chemical that ended up plugging a line at the wastewater plant. Supervisor Bauer is working with the chemical company and Supervisor Bauer will keep the Commission up to date on this issue.

- c. A motion was made by Commissioner Spanier and seconded by Commissioner Walz to approve Arvig's quote in the amount of \$6,674 for the installation of an open data rack and an upgrade to Cat6 data cabling. Motion carried five to zero.
- d. Electrical Supervisor Ellering went over the 2018 Reliability Report with the Commission. Sauk Centre has maintained another successful year of reliability.
- e. General Manager Boyer gave the Commission an update on the AMI system. There has been signs of improvement in some areas. Extra relays and a gateway are being given to us to help with better communication in the field. Commission will be updated further in the months ahead.
- f. General Manager Boyer updated the Commission on the flushable wipe's litigation. There is a hearing on April 30, 2019 regarding the removing of the word "flushable" on containers.

### **FOR YOUR INFORMATION ONLY**

1. Estimating of Electric/Water Meters When Necessary
2. Deb Metcalf has returned to work full-time

Being no further business, a motion was made by Commission Spanier and seconded by Commissioner Bromenshenkel to adjourn the meeting at 5:05 pm. Motion carried five to zero.

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Debbie Boyer, Secretary  
Sauk Centre Public Utilities Commission