

**MINUTES OF THE APRIL 12, 2021 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 April 12, 2021 at the office of the Sauk Centre Public Utilities. Commissioners present were Ted Spanier, Jeff Bromenshenkel (in attendance for 30 minutes), Wayne Senst, John Egan and Mark Roberg. Also present were Mary Reedy from CliftonLarsonAllen LLP, Chad Rasmussen and Paul Davis from DGR Engineering, 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 March 8, 2021.

UTILITY BILLS:

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

The full listing of the March 2021 accounts payable in the amount of \$552,838.51.

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

FINANCIAL REPORTS:

4a,b&c. By general consent, the Commission approved all the Monthly, Investment, and Delinquent 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, May 10, 2021 at 4:30 p.m.

b. Currently, there did not seem to be any interest in attending the MMUA Summer Conference on August 16-18, 2021 at Cragun's Resort in Brainerd.

OLD BUSINESS :

6a. A motion was made by Commissioner Senst and seconded by Commissioner Egan to enter an agreement for professional services with SEH Inc. in the amount of \$8,950 with the option of \$3,500 for additional services. Motion carried four to zero.

b. A motion was introduced by Commissioner Egan and seconded by Commissioner Senst to approve the quote from Traut Well's for Well #5 Rehab, for \$15,700. The motion was carried four to zero.

NEW BUSINESS :

7a. Mary Reedy from CliftonLarsonAllen LLP at 4:30 presented the 2020 Annual Audit Report. The Audit was approved by general consent.

b. Chad Rasmussen and Paul Davis at 4:45 introduced DGR Engineering. A motion was made by Roberg and seconded by Senst to get a formal proposal for the new Electrical Engineers and for the whole system. The proposal will include a new substation study, other studies, and any other needs. Motion carried four to zero.

c. A motion was made by Commissioner Senst and seconded by Commissioner Egan to approve Big Sauk Lake Association Membership Dues in the amount of \$25. Motion carried four to zero.

d. Water/Wastewater Supervisor Glenn Bauer discussed Sauk Centre's Drinking Water Report for 2020. The report was available for the Commission to review. This report was submitted to the Sauk Centre Herald for publishing and posted to the City's Web Site.

COMMISSIONERS ITEMS:

8a. Commissioners & Other Committee Items / Reports

1. C.I.P Rebate Recap was presented to the Commission for review.

b. Personnel Committee

GENERAL MANAGER AND SUPERVISOR'S ITEMS:

9a. A motion was made by Commissioner Egan and seconded by Commissioner Roberg to approve the rehiring of Kendall Proell as Wastewater Assistant for 32 hours/week at \$14.75/hr. A deadline was set for December 1, 2021 for AMI water meters to be installed as this will be the last year

offering this position. The position for summer help was also approved and will be for Monday-Friday up to 40 hrs/week at the rate of \$11.75/hr. An ad will run in the paper for this position.

Motion carried four to zero.

b. General Manger Boyer reviewed with the Commission the Power Supply chart for 2020. No action was needed.

c. A motion was made by Commissioner Senst and seconded by Commissioner Egan to award \$500 to McKenna Thompson as the local winner of the Tom Bovitz Memorial Scholarship.

McKenna's essay will be sent on to MMUA for further judging. Motion carried four to zero.

d. Commissioners were given the Notice of Pay Equity Compliance. Informational only and no action was needed.

e. Electrical Supervisor Shannon Ellering reviewed with the Commission the 2020 eReliability Tracker from APPA. No action was needed.

FOR YOUR INFORMATION ONLY

1. MRES Member Utilities Recognized for Reliable Electric
2. MN Department of Health received the revised amended SCPUC Wellhead Protection Plan Part 2.

Being no further business, a motion was made by Commissioner Egan and seconded by Commissioner Senst to adjourn the meeting at 6:15 pm. Motion carried four to zero.

Jennie Frank, Secretary
Sauk Centre Public Utilities Commission