

**MINUTES OF THE APRIL 13, 2020 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 Spanier at 4:30 p.m. on April 13, 2020 as a Zoom meeting. Commissioners present were Ted Spanier, Jeff Bromenshenkel (in attendance for 15 minutes), Mark Roberg, Wayne Senst and John Egan. Also present were Mary Reedy from CliftonLarsonAllen LLP, 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 March 9, 2020.

UTILITY BILLS:

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

The full listing of the March 2020 accounts payable in the amount of \$480,178.39.

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

FINANCIAL REPORTS:

4ab&c. By general consent, the Commission approved the Monthly, Investment, and Delinquent Reports as presented by Secretary Boyer.

CORRESPONDENCE AND MEETINGS:

5a. The next regular meeting of the Sauk Centre Public Utilities Commission will be held on Monday, May 11, 2020 at 4:30 p.m.

b. MMUA Summer Conference being held August 24-26 @ Cragun's Resort in Brainerd was discussed and Commissioners will contact General Manager Boyer if they have an interest in attending.

OLD BUSINESS :

NEW BUSINESS :

- 7a. Mary Reedy from CliftonLarsonAllen was in attendance to go over the 2019 Audit. A motion was made by Commissioner Roberg and seconded by Commissioner Egan to approve the 2019 Annual Audit Report from CliftonLarsonAllen LLP. Motion carried four to zero.
- b. Western Minnesota Municipal Power Agency (WMMPA) were able to do some rate swaps on their current bonds which will save them millions of dollars. This will potentially help the overall MRES members.
- c. Supervisor Bauer discussed the EPA Emergency Response and RR Assessment Plans with the Commission. As Supervisor Bauer discusses this issue further with SEH he will then get back to the Commission with further details on how much outside engineering help will be needed to complete the plans.

COMMISSIONERS ITEMS:

8a. Commissioners & Other Committee Items / Reports

1. C.I.P Rebate Recap was reviewed.
- b. Personnel Committee
 1. The work schedule for the COVID-19 pandemic was discussed. As of now the current pandemic work schedule will be followed. As things unfold this schedule will change.
 2. Electrical Supervisor Ellering updated the Commission on the return of Justin Henrichs. Justin is back to full-time status with no restrictions.

GENERAL MANAGER AND SUPERVISOR'S ITEMS:

- 9a. A motion was made by Commissioner Senst and seconded by Commissioner Roberg to approve the bid from Total Controls in the amount of \$8,540 for the Variable Drive for Well #6. Motion carried four to zero.
- b. Supervisor Ellering reviewed the 2019 Reliability Tracker with the Commission. The reliability

report showed the Sauk Centre Public Utilities is in the high percentage for response and a low number outages.

c. Supervisor Ellering reviewed the Power Factor Assessment for SCPUC from MRES. The utility has maintained a good power factor.

d. The 2019 Drinking Water 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.

e. General Manager Boyer presented the Commission with the estimates for the Elm Street So/Elm Street No/Lake Street city projects that will start to take place in 2020.

f. Western Minnesota Municipal Power Agency (WMMPA) purchased from Marshall Municipal Utility their Wind Farm. This purchase of the project is expected to lower the cost of this resource to MRES and its members.

FOR YOUR INFORMATION ONLY

Being no further business, a motion was made by Commission Egan and seconded by Commissioner Senst to adjourn the meeting at 5:25 pm. Motion carried four to zero.

Debbie Boyer, Secretary
Sauk Centre Public Utilities Commission