

**MINUTES OF THE JULY 8, 2024, 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 4:33 p.m. on July 8, 2024, at the office of the Sauk Centre Public Utilities. Commissioners present were Jeff Bromenshenkel, Warren Stone, Wayne Senst, and Mark Roberg. Also, present were 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 June 10, 2024.

**UTILITY BILLS:**

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

The full listing of the June 2024 accounts payable in the amount of \$640,020.25.

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

**FINANCIAL REPORTS:**

4abc&d. By general consent, the Commission approved all the Monthly, Investment, Bond, 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, August 12, 2024, at 4:30 p.m.

**OLD BUSINESS:**

**NEW BUSINESS:**

7a. A motion was made by Commissioner Stone and seconded by Commissioner Bromenshenkel to approve the invoice from Moddy's Investors Service, Inc. for bond ratings in the amount of \$38,000.

Motion carried five to zero.

b. A motion was made by Commissioner Sens and seconded by Commissioner Stone to approve the invoice for payment #2 of \$255,266.00 from Pennsylvania Transformer Technology, LLC for the substation project. Motion carried five to zero.

c. Commissioner Roberg made a motion to approve the Blue Rose Capital Advisors invoice for reviewing Northland Security, seconded by Commissioner Bromenshenkel. Motion carried five to zero.

d. A motion was made by Commissioner Stone and seconded by Commissioner Sens to approve the invoice for payment #3 of \$130,367.55 for Castrejon Inc. Motion carried five to zero.

**COMMISSIONERS ITEMS:**

8a. Commissioners & Other Committee Items / Reports

1. Informational only, C.I.P. Recap Report 2024. No action needed.

b. Personnel Committee

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

9a. A motion was made by Commissioner Sens and seconded by Commissioner Stone to accept the Resignation Letter from Deb Metcalf. Motion carried five to zero. A second motion was made by Commissioner Bromenshenkel and seconded by Commissioner Sens to approve and increase the Retirement Gift to \$1,000.00. Motion carried five to zero.

b. A discussion was held on the repairs needed for the blower at the WW Plant and the Commission approved moving forward with Crane Engineering.

c. A motion was made by Commissioner Sens and seconded by Commissioner Stone to approve the updated list for Authorized Signers for the SCPUC checks. The signers are Ted Spanier, Jeff Bromenshenkel, Mark Roberg, Debbie Boyer, and Jennie Frank. Motion carried five to zero.

d. Water/Wastewater Supervisor Bauer updated the Commission on the progress of the AMI water meters. There are roughly 14 water nodes left to install and hope to have the project completed soon.

Informational only, no action needed.

e. Commissioner Senst made a motion to donate to Nite to Unite to help with funding the event on August 6, 2024, Commissioner Stone seconded the motion. Motion carried five to zero.

**FOR YOUR INFORMATION ONLY**

Being no further business, a motion was made by Commissioner Bromenshenkel and seconded by Commissioner Senst to adjourn the meeting at 5:34 p.m. Motion carried five to zero.

---

Jennie Frank, Secretary  
Sauk Centre Public Utilities Commission