

**MINUTES OF THE AUGUST 12, 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 August 12, 2019 at the office of the Sauk Centre Public Utilities Commission. Commissioners present were Mark Roberg, Jeff Bromenshenkel, Dave Thomas, John Egan and Ted Spanier. Also present were Mark Maloney of MN National Bank, Water/Wastewater Supervisor Glenn Bauer, Electrical Supervisor Shannon Ellering, and General Manager Debbie Boyer.

MINUTES:

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

- a. The minutes of the last Regular Commission Meeting held on July 8, 2019.

UTILITY BILLS:

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

The full listing of the July 2019 accounts payable in the amount of \$875,525.72.

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

FINANCIAL REPORTS:

4ab&c. By general consent, the Commission approved all the Monthly, Investment, and 2nd Quarter Financial 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, September 9, 2019 at 4:00 p.m.

b. MRES Regional Policymakers Dinner and Discussion will be held on September 5th in Alexandria, MN. Commissioner Spanier and Commissioner Thomas will be attending. Commissioner Egan, Commissioner Roberg, and Supervisor Ellering can not commit at this time.

OLD BUSINESS :

6a. A motion was made by Commissioner Spanier and seconded by Commissioner Egan to approve the revised policy manuals for all departments. Motion carried five to zero.

NEW BUSINESS :

7a. A motion was made by Commissioner Bromenshenkel and seconded by Commissioner Roberg to approve MESERB 2019-2020 Membership Assessment in the amount of \$1522.80. Motion carried five to zero.

b. At 4:00 p.m. Mark Maloney from MN National Bank of Sauk Centre was present to discuss the Liability and Worker's Compensation renewal through LMCIT. A Motion was made by Commissioner Roberg and seconded by Commissioner Bromenshenkel to approve the regular option for Workers' Compensation coverage and retain the current coverage of \$2,000,000 and waive statutory limits on liability coverage. Motion carried five to zero.

c. A motion was made by Commissioner Spanier and seconded by Commissioner Bromenshenkel to approve the revised Warehouse, Investment, Computer Use, Respectful Workplace, Vehicle Use & Safety, Meeting Rules, and Communications and Social Media Policies. With one change to the Vehicle Use & Safety. Motion carried five to zero.

d. A motion was made by Commissioner Bromenshenkel and seconded by Commissioner Egan to approve the payment request #2 from Worms Lumber & Ready-Mix in the amount of \$103,733.00 for the new warehouse. Motion carried five to zero.

COMMISSIONERS ITEMS:

8a. Commissioners & Other Committee Items / Reports

b. Personnel Committee

GENERAL MANAGER & SUPERVISOR' S ITEMS :

9a. By general consent, the Commission set the date for the Customer Appreciation Day for Friday September 27, 2019.

- b. Reid Pearson completed his 6-month probation on 7-28-19.
- c. Discussion was held on replacement of the transmission on Unit #54. It was decided to go with Dan Welle's Southtown, Inc. for the 5-year warranty. A motion was made by Commissioner Egan and seconded by Commissioner Bromenshenkel to approve the quote of \$3897.46 from Dan Welle's Southtown, Inc. Motion carried four to zero with Commissioner Spanier abstaining.
- d. A motion was made by Commissioner Roberg and seconded by Commissioner Egan to approve the quote from Copperhead Innovations in the amount of \$4456 for a Pipe Locator. Motion carried five to zero.
- e. Supervisor Bauer updated the Commission on the North end project. The project has run smoothly.

FOR YOUR INFORMATION ONLY

- 1. Reminder of MMUA's Annual Conference on August 19-21st at Breezy Point.

Being no further business, a motion was made by Commission Spanier and seconded by Commissioner Bromenshenkel to adjourn the meeting at 5:15 pm. Motion carried five to zero.

Debbie Boyer, Secretary
Sauk Centre Public Utilities Commission