

**MINUTES OF THE MAY 12, 2025, 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 May 12, 2025, at the office of the Sauk Centre Public Utilities. Commissioners present were 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. Commissioner Bromenshenkel arriving at 4:33 p.m.

MINUTES:

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

- a. The minutes of the last Regular Commission Meeting held on April 14, 2025.

UTILITY BILLS:

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

The full listing of the April 2025 accounts payable in the amount of \$1,159,300.51.

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

FINANCIAL REPORTS:

4abc&d. By general consent, the Commission approved all the Monthly, Investment, 4M Funds, and 1st Quarter 2025 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, June 9, 2025, at 4:30 p.m.

OLD BUSINESS:

6a. A motion was made by Commissioner Roberg and seconded by Commissioner Bromenshenkel to donate \$4,000.00 for the 54th Annual Sinclair Lewis Days with \$2,000.00 being refunded to SCPUC by MRES. Motion carried five to zero.

NEW BUSINESS:

7a. A motion was made by Commissioner Senst and seconded by Commissioner Bromenschenkel to approve the proposal for \$3,950 to Water Conservation Services, Inc. for water leak detection. Motion carried five to zero.

b. A motion was made by Commissioner Stone and seconded by Commissioner Roberg to approve the Cummins quote for generator repairs in the amount of \$30,835 for a control panel upgrade and a load bank test. Motion carried five to zero.

c. A motion was made by Commissioner Senst and seconded by Commissioner Stone to approve the Harold Schultz Invoice for Payment #1 for the North Substation in the amount of \$481,807.03. Motion carried five to zero.

d. Commissioner Stone made a motion and seconded by Commissioner Bromenshenkel to approve the 4.10.14 Water Service Hookup Policy. Motion carried four to zero with Commissioner Senst abstaining.

e. Commissioner Stone made a motion and seconded by Commissioner Bromenshenkel to approve the 5.2.1 Wastewater Service Hookup Policy. Motion carried four to zero with Commissioner Senst abstaining.

f. A motion was made by Commissioner Bromenshenkel and seconded by Commissioner Roberg to approve the Harold Schultz Invoice #1709-2 for Switchgear and Control Panel for the North Substation in the amount of \$176,800.00. Motion carried five to zero.

COMMISSIONERS ITEMS:

8a. Commissioners & Other Committee Items / Reports

b. Personnel Committee

1. Commissioner Bromenshenkel made a motion and seconded by Stone to approve the hiring of the summer help position to Hunter Dickinson at \$17.00/hr. Motion carried five to zero.

2. The Personal Committee have set up interviews for three applicants for the electric position opening.

GENERAL MANAGER AND SUPERVISOR'S ITEMS:

9a. General Manager Boyer and Electrical Supervisor Shannon Ellering updated the Commission on the Substation Project. Transformer testing will be happening soon, and more information will be discussed on the soil contamination after testing is complete. Also, a new placement for the switch box on Birch St S is being discussed and easements are being drawn. No action needed, information only.

FOR YOUR INFORMATION ONLY

Being no further business, a motion was made by Commissioner Stone and seconded by Commissioner Bromenshenkel to adjourn the meeting at 5:19 p.m. Motion carried five to zero.

Jennie Frank, Secretary
Sauk Centre Public Utilities Commission