

**MINUTES OF THE OCTOBER 13, 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 October 13, 2025, at the office of the Sauk Centre Public Utilities. Commissioners present were Wayne Senst, Warren Stone, and Mark Roberg. Also, present were Water/Wastewater Supervisor Glenn Bauer, Electrical Supervisor Shannon Ellering, General Manager Debbie Boyer, and Secretary Jennie Frank. Commissioner Jeff Bromenshenkel was absent.

**MINUTES:**

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

- a. The minutes of the last Regular Commission Meeting held on September 8, 2025.

**UTILITY BILLS:**

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

The full listing of the September 2025 accounts payable in the amount of \$1,577,660.83.

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 Fund, and Delinquent Accounts 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, November 10, 2025, at 4:30 p.m.

**OLD BUSINESS:**

**NEW BUSINESS:**

7a. A motion was made by Commissioner Senst and seconded by Commissioner Stone to approve the proposal from CliftonLarsonAllen for the 2025 Audit in the amount of \$23,000 plus expenses and a 5% technology and client support fee. Motion carried four to zero.

b. Commissioner Stone made a motion to approve Payment #5 in the amount of \$166,787.35 for Push Inc. for Electric Distribution Improvements Phase 1B & Phase 2, seconded by Commissioner Senst. Motion carried four to zero.

c. A motion was made by Commissioner Roberg and seconded by Commissioner Senst to approve the Safety Management Services provided by MMUA. General Manager Boyer also noted there is a 5% increase with the new fee being \$16,230 for 2026. Motion carried four to zero.

d. General Manager Boyer informed the Commission that starting September 2<sup>nd</sup> through the end of January, Harold K.Scholz Company will be assessed liquidated damages of \$500 per day, Monday through Friday, until the project is substantially completed. It is estimated to be around \$54,500. Informational only, no action needed.

e. A motion was made by Commissioner Senst and seconded by Commissioner Stone to approve the proposal from S.E.H. for Well #9 design and construction in the amount of \$49,400. Motion carried four to zero.

**COMMISSIONERS ITEMS:**

8a. Commissioners & Other Committee Items / Reports

1. The C.I.P. Report was available for review. Informational only, no action needed.

b. Personnel Committee

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

9a. A motion was made by Commissioner Stone and seconded by Commissioner Roberg to approve the PUC giving a gift certificate to the winner of each school for the Minnesota Rural Water Poster Contest. Motion carried four to zero.

b. Commissioner Senst made a motion to approve Change Order #1 from Pennsylvania Transformer Technology, LLC. and Commissioner Stone seconded. The change order pertains to the additional time required for crane set up and teardown at the transformer installation site. The cost will be covered by HKS, and no additional charges will be incurred to the PUC. Motion carried four to zero.

c. A couple pictures were presented to the Commission on items removed from the Wastewater Plant pumps that are causing operational inefficiencies and issues. Informational only.

d. A motion was made by Commissioner Stone and seconded by Commissioner Roberg to approve the estimate of \$2,819.61 from Cummins Sales and Service for the generator repair at the Wastewater Plant. Motion carried four to zero.

**FOR YOUR INFORMATION ONLY**

1. Bright Energy Solutions Award

Being no further business, a motion was made by Commissioner Roberg and seconded by Commissioner Senst to adjourn the meeting at 5:33 p.m. Motion carried four to zero.

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Jennie Frank, Secretary  
Sauk Centre Public Utilities Commission