

**MINUTES OF THE NOVEMBER 11, 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 Vice President Jeff Bromenshenkel at 12:00 p.m. on November 11, 2025, at the office of the Sauk Centre Public Utilities. Commissioners present were Warren Stone and Mark Roberg. Also, present was General Manager Debbie Boyer. Commissioner Wayne Senst, President Ted Spanier, Water/Wastewater Supervisor Glenn Bauer, Electrical Supervisor Shannon Ellering, and Secretary Jennie Frank were absent.

MINUTES:

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

- a. The minutes of the last Regular Commission Meeting held on October 13, 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 October 2025 accounts payable in the amount of \$784,148.48.

Motion carried three 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 3rd 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, December 8, 2025, at 4:30 p.m.

OLD BUSINESS:

6a. A motion was made by Commissioner Roberg and seconded by Commissioner Stone to approve paying 50% of the cost of the tank with the City Hall for fuel bulk loading. Motion carried three to zero.

NEW BUSINESS:

- 7a. A motion was made by Commissioner Stone and seconded by Commissioner Roberg to approve Payment #6 to Push Inc. for Electric Distribution Improvements Phase 1B & Phase 2 in the amount of \$96,043.23. Motion carried three to zero.
- b. Information was given on the 2026 Health Insurance Premiums with a decrease of 3%. Information only, no action needed.
- c. A motion was made by Commissioner Roberg and seconded by Commissioner Stone to approve the Birch/Pine Street Project Invoice from the city in the amount of \$1,463,311.00 which is 24.4% of the total project. Motion carried three to zero.
- d. Commissioner Stone made a motion and seconded by Commissioner Roberg to acknowledge and accept the Memo of Understanding from the Union on the new laws for MN Paid Family Medical Leave. Motion carried three to zero.
- e. General Manager Boyer informed the Commission that the WAPA Drought Adder component will be reduced for 2026. Informational only.

COMMISSIONERS ITEMS:

8a. Commissioners & Other Committee Items / Reports

b. Personnel Committee

1. A motion was made by Commissioner Stone and seconded by Commissioner Roberg to approve as of November 1, new job descriptions for the office staff and a \$3.00/hr. raise for the AMI/Office Lead position. Motion carried three to zero.

GENERAL MANAGER AND SUPERVISOR'S ITEMS:

- 9a. Commissioner Roberg made a motion and seconded by Commissioner Bromenshenkel to pay 50% of the assessments for Co Rd 112. Motion carried three to zero.
- b. A motion was made by Commissioner Stone and seconded by Commissioner Bromenshenkel to approve the quote from Central Hydraulics for a new plow for the Water Department in the amount of \$11,693.30. Motion carried three to zero.

c. Details were provided on the 2026 Renewable Energy Certificates (REC) from WAPA. The remaining RECs will be sold to MRES, and the PUC will receive an estimated credit of about \$10,000 in 2026. No action needed.

d. Information was shared on the 2026 projected Environmental Footprint from MRES. No Action needed.

FOR YOUR INFORMATION ONLY

Being no further business, a motion was made by Commissioner Stone and seconded by Commissioner Roberg to adjourn the meeting at 12:43 p.m. Motion carried three to zero.

Jennie Frank, Secretary
Sauk Centre Public Utilities Commission