

MINUTES OF REGULAR MEETING
January 14th, 2020

Chairman Weiss called the meeting to order at 5:00pm with Vice Chairman Theisen, Secretary Schlie, Commissioner Marotz and Commissioner Novotny present. Also present was City Manager Elston, Public Works Director Hardin and Councilor Stevermer.

Vice Chairman Theisen moved to approve the agenda. Commissioner Novotny seconded the motion. Motion carried; Ayes 5, Nays 0.

Commissioner Novotny moved to approve the minutes from the December regular meeting as sent. Commissioner Schlie seconded the motion. Motion carried; Ayes 5, Nays 0.

Commissioner Novotny moved to retain all Commission officers in their current positions which includes; Robert Weiss, Chairman, Paul Theisen, Vice Chairman, and Wade Schlie, Secretary. Commissioner Marotz seconded the motion. Motion carried; Ayes 5, Nays 0.

Commissioner Novotny moved to approve the invoices for December, totaling \$329,935.22 and a supplemental list totaling \$29,569.83. Commissioner Marotz seconded the motion. Motion carried; Ayes 5, Nays 0.

The Commission reviewed the monthly operational and financial reports for November 2019.

Secretary Schlie moved to approve the purchase of a utility box for the Water Department pickup. Commissioner Novotny seconded the motion. Motion carried; Ayes 5, Nays 0.

Hardin reminded the Commission of the MMUA Winter Legislative Meeting on March 31 – April 1 in St. Paul.

Chairman Weiss adjourned the meeting at 5:35pm, concluding all agenda business.

Wade Schlie Secretary

ATTEST CORRECT _____ Chairman
Robert C. Weiss

MINUTES OF REGULAR MEETING
February 11th, 2020

Chairman Weiss called the meeting to order at 5:02pm with Vice Chairman Theisen, Commissioner Marotz and Commissioner Novotny present. Also present was City Manager Elston, Public Works Director Hardin and Councilor Stevermer. Absent was Secretary Schlie.

Commissioner Marotz moved to approve the agenda. Vice Chairman Theisen seconded the motion. Motion carried; Ayes 4, Nays 0.

Commissioner Marotz moved to approve the minutes from the December regular meeting with the correction of the date in paragraph 6 to November 2019. Commissioner Novotny seconded the motion. Motion carried; Ayes 4, Nays 0.

Commissioner Novotny moved to retain all Commission officers in their current positions which includes; Robert Weiss, Chairman, Paul Theisen, Vice Chairman, and Wade Schlie, Secretary. Commissioner Marotz seconded the motion. Motion carried; Ayes 5, Nays 0.

Commissioner Novotny moved to approve the invoices for December, totaling \$208,003.02 and a supplemental list totaling \$172,542.34. Commissioner Marotz seconded the motion. Motion carried; Ayes 4, Nays 0.

The Commission reviewed the monthly operational and financial reports for December 2019.

Hardin reminded the Commission of the MMUA Winter Legislative Meeting on March 31 – April 1 in St. Paul.

Hardin gave a quick update on a few projects going on within PUC Departments.

Hardin told Commission the PUC audit was scheduled for March 12 -13, 2020.

Chairman Weiss adjourned the meeting at 5:19pm, concluding all agenda business.

Paul Theisen Vice Chairman

ATTEST CORRECT _____ Chairman
Robert C. Weiss

MINUTES OF REGULAR MEETING
March 10th, 2020

Chairman Weiss called the meeting to order at 5:00pm with Secretary Schlie and Commissioner Marotz present. Also present was Public Works Director Hardin, City Manager Elston and Councilor Stevermer. Absent was Vice Chairman Theisen and Commissioner Novotny.

Commissioner Marotz moved to approve the agenda. Secretary Schlie seconded the motion. Motion carried; Ayes 3, Nays 0.

Chairman Weiss moved to approve the minutes from the February regular meeting. Commissioner Marotz seconded the motion. Motion carried; Ayes 3, Nays 0.

Commissioner Marotz moved to approve the invoices for February, totaling \$127,755.24 and a supplemental list totaling \$186,756.36. Secretary Schlie seconded the motion. Motion carried; Ayes 3, Nays 0.

The Commission reviewed the monthly operational and financial reports for January 2020.

Commissioner Marotz moved to approve the 5-year Capital Plan as presented. Secretary Schlie second the motion. Motion carried; Ayes 3, Nays 0.

Hardin gave an update on the 12th Ave and 2020-2021 street and utility project bids.

Chairman Weiss gave a review on the 2020 APPA Legislative meeting attended by himself and Vice Chairman Theisen.

Hardin gave an update on the MMUA Leadership Academy that he is attending.

Chairman Weiss adjourned the meeting at 5:50pm, concluding all agenda business.

Wade Schlie Secretary

ATTEST CORRECT _____ Chairman
Robert C. Weiss

MINUTES OF REGULAR MEETING
April 14th, 2020

This meeting was held via Gotomeeting.com due to COVID-19.

Chairman Weiss called the meeting to order at 5:02pm with Vice Chairman Theisen, Secretary Schlie, Commissioner Marotz and Commissioner Novotny present. Also present were Public Works Director Hardin, City Manager Elston and Councilor Stevermer.

Secretary Schlie moved to approve the agenda. Commissioner Marotz seconded the motion. Motion carried; Ayes 5, Nays 0.

Commissioner Marotz moved to approve the minutes from the March regular meeting. Vice Chairman Theisen seconded the motion. Motion carried; Ayes 5, Nays 0.

Commissioner Novotny moved to approve the invoices for February, totaling \$184,123.24 and a supplemental list totaling \$156,706.27. Secretary Schlie seconded the motion. Motion carried; Ayes 5, Nays 0.

The Commission reviewed the monthly operational and financial reports for February 2020.

The Commission discussed the Small Business Utility Relief Program, as well as suspending disconnects until May 15th due to COVID-19.

Chairman Weiss adjourned the meeting at 5:27pm, concluding all agenda business.

Wade Schlie Secretary

ATTEST CORRECT _____ Chairman
Robert C. Weiss

MINUTES OF REGULAR MEETING
May 20th, 2020

This meeting was held via WebEx due to COVID-19.

Chairman Weiss called the meeting to order at 5:08pm with Vice Chairman Theisen, Secretary Schlie, Commissioner Marotz and Commissioner Novotny present. Also present were Public Works Director Hardin, City Manager Elston and Councilor Stevermer.

Commissioner Novotny moved to approve the agenda. Vice Chairman Theisen seconded the motion. Motion carried; Ayes 5, Nays 0.

Commissioner Marotz moved to approve the minutes from the April regular meeting. Commissioner Novotny seconded the motion. Motion carried; Ayes 5, Nays 0.

Commissioner Novotny moved to approve the invoices for February, totaling \$356,046.87 and a supplemental list totaling \$16,809.12. Secretary Schlie seconded the motion. Motion carried; Ayes 5, Nays 0.

The Commission reviewed the monthly operational and financial reports for March 2020.

The Commission discussed setting up a budget workshop in July, to review and edit budget accounts.

Public Works Director Hardin gave an update on delinquent accounts and the Commission decided to delay utility disconnects until June 15th, 2020.

The Commission approved the purchase of a new line locator for the Electric Dept.

Chairman Weiss adjourned the meeting at 5:43pm, concluding all agenda business.

Wade Schlie Secretary

ATTEST CORRECT _____ Chairman
Robert C. Weiss

MINUTES OF REGULAR MEETING
June 9th, 2020

Chairman Weiss called the meeting to order at 5:00pm with Vice Chairman Theisen, Secretary Schlie and Commissioner Novotny present. Also present were Public Works Director Hardin, City Manager Elston and Councilor Stevermer. Absent was Commissioner Marotz.

Commissioner Novotny moved to approve the agenda. Vice Chairman Theisen seconded the motion. Motion carried; Ayes 4, Nays 0.

Commissioner Novotny moved to approve the minutes from the May regular meeting. Secretary Schlie seconded the motion. Motion carried; Ayes 4, Nays 0.

Secretary Schlie moved to approve the invoices for May, totaling \$145,467.92 and a supplemental list totaling \$177,347.59. Vice Chairman Theisen seconded the motion. Motion carried; Ayes 4, Nays 0.

The Commission reviewed the monthly operational and financial reports for April 2020.

Sara Oberloh was present to review the 2019 Public Utilities audit report.

Public Works Director Hardin gave an update on delinquent accounts and the Commission decided to begin disconnects and continue late fees.

Public Works Director Hardin provided a quote from Alex Martin on the generator PLC upgrade. The Commission discussed this and decided to have Alex attend the July meeting to give a presentation on this project.

Chairman Weiss adjourned the meeting at 6:00pm, concluding all agenda business.

Wade Schlie Secretary

ATTEST CORRECT _____ Chairman
Robert C. Weiss

MINUTES OF REGULAR MEETING
July 14th, 2020

Chairman Weiss called the meeting to order at 5:00pm with Vice Chairman Theisen, Secretary Schlie, Commissioner Marotz and Commissioner Novotny present. Also present were Public Works Director Hardin, City Manager Elston and Councilor Stevermer.

Commissioner Marotz moved to approve the agenda. Vice Chairman Theisen seconded the motion. Motion carried; Ayes 5, Nays 0.

Commissioner Novotny moved to approve the minutes from the June regular meeting. Secretary Schlie seconded the motion. Motion carried; Ayes 5, Nays 0.

Commissioner Novotny moved to approve the invoices for June, totaling \$574,436.65 and a supplemental list totaling \$42,693.19. Commissioner Marotz seconded the motion. Motion carried; Ayes 5, Nays 0.

The Commission reviewed the monthly operational and financial reports for May 2020.

Alex Martin was present to discuss generator PLC upgrade, BUS circuit switchers, and cable install between the substation and the BUS room. After some discussion, Commissioner Marotz moved to approve generator PLC upgrade at an estimated cost of \$39,618.30 and new cable install between the substation and the BUS room at an estimated cost of \$84,848.35. Vice Chairman Theisen second the motion. Motion carried; Ayes 5, Nays 0.

Commissioner Novotny moved to approve the 2019 Audit Report. Secretary Schlie second the motion. Motion carried; Ayes 5, Nays 0.

Commissioner Novotny moved to approve the purchase of laptop computers for Commissioners. Commissioner Marotz second the motion. Motion carried; Ayes 5, Nays 0.

The Commission discussed and set a date to review budget accounts with Sara Oberloh.

Commissioner Marotz moved to adopt Resolution number 196 as follows:

RESOLUTION NO. 196

RESOLUTION MAKING PUC APPOINTMENT TO CENTRAL MUNICIPAL POWER AGENCY/SERVICES (CMPAS) and CENTRAL MINNESOTA MUNICIPAL POWER AGENCY (CMMPA) BOARD OF DIRECTORS

BE IT RESOLVED by the Public Utilities Commission of the City of Sleepy Eye, Minnesota (hereinafter referred to as "City") as follows:

Section 1: Bob Elston is hereby re-appointed as the Sleepy Eye Public Utilities representative on the Central Municipal Power Agency/Services (CMPAS) and Central Minnesota Municipal Power Agency's (CMMPA) Board of Directors

Section 2: Mike Hardin is hereby appointed as the Sleepy Eye Public Utilities alternate representative on the Central Municipal Power Agency/Services (CMPAS) and Central Minnesota Municipal Power Agency's (CMMPA) Board of Director

Vice Chairman Theisen second the motion. Motion carried; Ayes 5, Nays 0.

The Commission discussed the MMUA Summer Conference, which is going to be a virtual event this year. It was decided to have two registrations for the conference this year.

Chairman Weiss adjourned the meeting at 5:42pm, concluding all agenda business.

Wade Schlie Secretary

ATTEST CORRECT _____ Chairman
Robert C. Weiss

MINUTES OF REGULAR MEETING
August 18th, 2020

Chairman Weiss called the meeting to order at 5:08pm with Vice Chairman Theisen, Commissioner Marotz and Commissioner Novotny present. Also present were Public Works Director Hardin and Councilor Stevermer. Absent was Secretary Schlie.

Commissioner Marotz moved to approve the agenda. Commissioner Novotny seconded the motion. Motion carried; Ayes 4, Nays 0.

Vice Chairman Theisen moved to approve the minutes from the July regular meeting. Commissioner Marotz seconded the motion. Motion carried; Ayes 4, Nays 0.

Commissioner Novotny moved to approve the invoices for July, totaling \$472,07525. Commissioner Marotz seconded the motion. Motion carried; Ayes 4, Nays 0.

The Commission reviewed the monthly operational and financial reports for June 2020.

Public Works Director Hardin gave an update on the MMUA Summer Conference, which will be held virtually August 25th and 26th.

Public Works Director Hardin gave the Commissioners info on some upgrades that may need to be done to the baseball park lighting in the future.

The Commission decided to move the next meeting to September 15th, 2020.

Chairman Weiss adjourned the meeting at 5:42pm, concluding all agenda business.

Paul Theisen Vice Chairman

ATTEST CORRECT _____ Chairman
Robert C. Weiss

MINUTES OF REGULAR MEETING
September 15th, 2020

Chairman Weiss called the meeting to order at 5:00pm with Vice Chairman Theisen, Secretary Schlie, Commissioner Marotz and Commissioner Novotny present. Also present were Public Works Director Hardin and City Manager Elston.

Commissioner Marotz moved to approve the agenda. Commissioner Novotny seconded the motion. Motion carried; Ayes 5, Nays 0.

Vice Chairman Theisen moved to approve the minutes from the August regular meeting. Commissioner Marotz seconded the motion. Motion carried; Ayes 5, Nays 0.

Commissioner Novotny moved to approve the invoices for July, totaling \$387,131.68. Commissioner Marotz seconded the motion. Motion carried; Ayes 5, Nays 0.

The Commission reviewed the monthly operational and financial reports for July 2020.

Public Works Director Hardin gave the Commission information on the upcoming CMPAS Annual Meeting to be held October 21, 2020 in Mankato. Hardin told the Commission he would email them a reminder when it gets a little closer to the meeting.

Public Works Director Hardin told the Commission that two of the generators at the power plant are no longer able to be under warranty because of their age. Hardin is looking into getting insurance for these two units through the League of Minnesota Cities.

The Commission had a brief discussion on the possibility of a potential buyer for the old Del Monte building.

Chairman Weiss adjourned the meeting at 5:52pm, concluding all agenda business.

Wade Schlie Secretary

ATTEST CORRECT _____ Chairman
Robert C. Weiss

MINUTES OF REGULAR MEETING
October 13th, 2020

Chairman Weiss called the meeting to order at 5:00pm with Vice Chairman Theisen, Secretary Schlie, Commissioner Marotz and Commissioner Novotny present. Also present were Public Works Director Hardin, City Manager Elston and Councilor Stevermer.

Commissioner Marotz moved to approve the agenda. Commissioner Novotny seconded the motion. Motion carried; Ayes 5, Nays 0.

Commissioner Novotny moved to approve the minutes from the September regular meeting. Secretary Schlie seconded the motion. Motion carried; Ayes 5, Nays 0.

Commissioner Novotny moved to approve the invoices for September, totaling \$340,952.17 and a supplemental list totaling \$31,968.64. Commissioner Marotz seconded the motion. Motion carried; Ayes 5, Nays 0.

The Commission reviewed the monthly operational and financial reports for August 2020.

Public Works Director Hardin gave a brief preview of the preliminary 2021 budget. Hardin is still working on finalizing a few budget accounts.

Hardin gave the Commissioners an update on the insurance for the CAT generators at the power plant. First Security Agency gave a quote of \$50,000 per year, with a \$50,000 deductible per occurrence. The Commission asked Hardin to check into the cost of an average overhaul for one of the CAT generators.

Hardin gave an update on the possible old Del Monte building sale, with not much new information to discuss.

Public Works Director Hardin gave the Commission information on the upcoming CMPAS Annual Meeting to be held October 21, 2020 in Mankato. Chairman Weiss and Secretary Schlie will be attending the meeting, along with Hardin and City Manager Elston.

The Commission decided to move the November meeting from the 10th to the 17th at 5:00PM.

Chairman Weiss adjourned the meeting at 5:37pm, concluding all agenda business.

Wade Schlie Secretary

ATTEST CORRECT _____ Chairman
Robert C. Weiss

MINUTES OF REGULAR MEETING
November 17th, 2020

This meeting held via GoToMeeting due to COVID-19

Chairman Weiss called the meeting to order at 5:02pm with Vice Chairman Theisen, Secretary Schlie, Commissioner Marotz and Commissioner Novotny present. Also present were Public Works Director Hardin, and City Manager Elston.

Commissioner Marotz moved to approve the agenda. Vice Chairman Theisen seconded the motion. Motion carried; Ayes 5, Nays 0.

Secretary Schlie moved to approve the minutes from the September regular meeting. Commissioner Novotny seconded the motion. Motion carried; Ayes 5, Nays 0.

Vice Chairman Theisen moved to approve the invoices for October, totaling \$336,418.71. Secretary Schlie seconded the motion. Motion carried; Ayes 5, Nays 0.

The Commission reviewed the monthly operational and financial reports for October 2020.

The Commission reviewed the 2021 budget. Secretary Schlie moved to approve the 2021 budget as presented. Commissioner Novotny second the motion. Motion carried; Ayes 5, Nays 0.

The Commission discussed Generator insurance/warranty cost at the power plant. After some discussion, Secretary Schlie moved to put \$50,000 away each year to self-insure the generator sets at the power plant. Commissioner Novotny second the motion. Motion carried; Ayes 5, Nays 0.

Public Works Director Hardin gave the Commission a recap of the refunds received from CMPAS in 2020, and info on what refunds may be received in 2021.

Commissioner Novotny moved to approve a \$.02 per meter increase for meter reader Lucy Mathiowetz. Secretary Schlie second the motion. Motion carried; Ayes 5, Nays 0.

Chairman Weiss adjourned the meeting at 5:46pm, concluding all agenda business.

Wade Schlie Secretary

ATTEST CORRECT _____ Chairman
Robert C. Weiss

MINUTES OF REGULAR MEETING
December 8th, 2020

This meeting held via GoToMeeting due to COVID-19

Chairman Weiss called the meeting to order at 5:00pm with Vice Chairman Theisen, Secretary Schlie, and Commissioner Novotny present. Also present were Public Works Director Hardin, City Manager Elston and Councilor Stevermer. Absent was Commissioner Marotz.

Secretary Schlie moved to approve the agenda. Vice Chairman Theisen seconded the motion. Motion carried; Ayes 4, Nays 0.

Commissioner Novotny moved to approve the minutes from the November regular meeting. Secretary Schlie seconded the motion. Motion carried; Ayes 4, Nays 0.

Vice Chairman Theisen moved to approve the invoices for November, totaling \$128,599.17 and a supplemental list of \$28,568.41. Secretary Schlie seconded the motion. Motion carried; Ayes 4, Nays 0.

The Commission reviewed the monthly operational and financial reports for October 2020.

Commissioner Novotny moved to approve resolution 197 as follows:

RESOLUTION NO. 197

RESOLUTION MAKING PUC APPOINTMENT TO CENTRAL MUNICIPAL POWER AGENCY/SERVICES (CMPAS) and CENTRAL MINNESOTA MUNICIPAL POWER AGENCY (CMMPA) BOARD OF DIRECTORS

BE IT RESOLVED by the Public Utilities Commission of the City of Sleepy Eye, Minnesota (hereinafter referred to as “City”) as follows:

Section 1: Mike Hardin is hereby appointed as the Sleepy Eye Public Utilities representative on the Central Municipal Power Agency/Services (CMPAS) and Central Minnesota Municipal Power Agency’s (CMMPA) Board of Directors

Section 2: Bob Elston is hereby appointed as the Sleepy Eye Public Utilities alternate representative on the Central Municipal Power Agency/Services (CMPAS) and Central Minnesota Municipal Power Agency’s (CMMPA) Board of Directors

Vice Chairman Theisen second the motion. Motion carried; Ayes 4, Nays 0.

Commission discussed write-offs for 2020. Commissioner Novotny moved to approve the write offs for 2020 totaling \$4,574.57. Secretary Schlie second the motion. Motion carried; Ayes 4, Nays 0.

Commissioner Novotny made a motion to designate \$250,000 to the Capital Fund. Secretary Schlie second the motion. Motion carried; Ayes 4, Nays 0.

Commission discussed billing clerk wage. Vice Chairman Theisen moved to approve a \$.75 per hour increase to the billing clerk wage. Commissioner Novotny second the motion. Motion carried; Ayes 4, Nays 0.

Chairman Weiss adjourned the meeting at 5:45pm, concluding all agenda business.

Paul Theisen Vice Chairman

ATTEST CORRECT _____ Chairman
Robert C. Weiss