

MINUTES OF REGULAR MEETING
January 12th, 2021

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

Chairman Weiss introduced new Commissioner Briar Braulick.

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 December regular meeting as sent. Vice Chairman Theisen seconded the motion. Motion carried; Ayes 5, Nays 0.

Commissioner Marotz moved to retain current Chairman Bob Weiss and current Vice Chairman Paul Theisen. Commissioner Novotny seconded the motion. Motion carried; Ayes 5, Nays 0.

Chairman Weiss moved to approve Wayne Novotny as Secretary. Commissioner Marotz second the motion. Motion carried; Ayes 5, Nays 0.

Commissioner Novotny moved to approve the invoices for December, totaling \$164,155.24 and a supplemental list totaling \$235,945.20. Vice Chairman Theisen seconded the motion. Motion carried; Ayes 5, Nays 0.

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

Public Works Director Hardin gave the Commissioners information regarding the possible roof replacement needed above the power plant garage. After a brief discussion, Commissioners asked Hardin to get quotes from a couple different roofing contractors.

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

Wayne Novotny Secretary

ATTEST CORRECT _____ Chairman
Robert C. Weiss

MINUTES OF REGULAR MEETING
February 9th, 2021

Chairman Weiss called the meeting to order at 5:02pm with Vice Chairman Theisen, Commissioner Marotz, Commissioner Novotny and Commissioner Braulick present. Also present was City Manager Elston, Public Works Director Hardin 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 January regular meeting as sent. Commissioner Marotz seconded the motion. Motion carried; Ayes 5, Nays 0

Commissioner Novotny moved to approve the invoices for January, totaling \$150,863.36 and a supplemental list totaling \$209,048.78. Commissioner Marotz seconded the motion. Motion carried; Ayes 5, Nays 0.

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

Commissioner Novotny had to leave the meeting at 5:40 PM.

The Commission reviewed and approved the Public Utilities 5 Year Plan.

Commissioner Marotz moved to approve the AET Proposal for geotechnical monitoring, for the 1st Avenue project scheduled for this summer. Vice Chairman Theisen second the motion. Motion carried; Ayes 4, Nays 0.

Commissioner Marotz moved to approve the DER Policy and Rules. Vice Chairman Theisen second the motion. Motion carried; Ayes 4, Nays 0

The Commission decided to move the March meeting to the 16th at 5 PM.

Chairman Weiss adjourned the meeting at 5:58pm, concluding all agenda business.

Wayne Novotny Secretary

ATTEST CORRECT _____ Chairman
Robert C. Weiss

MINUTES OF REGULAR MEETING
March 16th, 2021

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

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

Commissioner Marotz moved to approve the minutes from the February regular meeting as sent. Commissioner Braulick seconded the motion. Motion carried; Ayes 5, Nays 0

Commissioner Marotz moved to approve the invoices for February, totaling \$337,538.29. Commissioner Novotny seconded the motion. Motion carried; Ayes 5, Nays 0.

The Commission reviewed the monthly operational and financial reports for January 2021.

The Commission reviewed two bids for replacement of the powerplant garage roof. Laraway Roofing submitted the lowest bid of \$67,450.00. The Commission asked Hardin to reach out to Laraway and make sure they could get this projected completed before September 1st, 2021.

Commissioner Marotz moved to approve the purchase of a 2021 Ford F-150 from Chuck Spaeth Ford at a cost of \$33,150.00. Vice Chairman Theisen second the motion. Motion carried; Ayes 4, Nays 0. Commissioner Braulick abstained from the vote.

The Commission approved a project to move the overhead power lines to underground along St. Mary's Street, from 2nd Avenue NW to 4th Avenue NE. This was requested by the county because of the upcoming street and sidewalk project this summer. Some of our power poles interfere with the design of pedestrian ramps, to make them ADA compliant.

The Commission discussed changing the PUC meeting format to a consent agenda for routine action items. It was decided that the PUC will try this format, this will allow for more time to discuss legislative and regulatory issues that our industry will be facing in the future.

Chairman Weiss gave an update on some legislative items after attending APPA's Legislative Conference virtually.

Chairman Weiss adjourned the meeting at 5:58pm, concluding all agenda business.

Wayne Novotny Secretary

ATTEST CORRECT _____ Chairman
Robert C. Weiss

MINUTES OF REGULAR MEETING
April 13th, 2021

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

Commissioner Marotz moved to approve the agenda, minutes from previous meetings and invoices for payment. Commissioner Novotny seconded the motion. Motion carried; Ayes 4, Nays 0.

The Commission reviewed the monthly operational and financial reports for February 2021.

Commissioner Novotny moved to approve the power plant roof replacement project and accept the lowest bid of \$67,500.00 from Laraway Roofing. Commissioner Braulick seconded the motion. Motion carried; Ayes 4, Nays 0.

Christina Pierson from CMPAS gave the Commission a legislative update at the State and Federal level. Carbon, Renewables, Federal Infrastructure funding and EV's were topics that she presented on.

Chairman Weiss adjourned the meeting at 6:40pm, concluding all agenda business.

Wayne Novotny Secretary

ATTEST CORRECT _____ Chairman
Robert C. Weiss

MINUTES OF REGULAR MEETING
May 11th, 2021

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

Commissioner Marotz moved to approve the agenda, minutes from previous meetings and invoices for payment totaling \$181,605.98 and a supplemental total of \$155,275.31. Commissioner Novotny seconded the motion. Motion carried; Ayes 5, Nays 0.

The Commission reviewed the monthly operational and financial reports for March 2021.

Commissioner Marotz moved to approve the proposal from Bolton & Menk for engineering, construction management and inspection services for the ground storage rehab project. Bolton & Menk submitted the lowest proposal of \$29,200. Vice Chairman Theisen second the motion. Motion carried; Ayes 5, Nays 0.

The Commission discussed AMI meter reading options, after some discussion it was decided to hold off on pursuing AMI meter reading options until later this year or early next year.

Public Works Director Hardin gave an update on various projects going on within the Utility Departments.

Public Works Director Hardin updated the Commissioners on the MMUA Summer Conference being held at Cragun's Resort in Brainerd, August 16th-18th.

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

Wayne Novotny Secretary

ATTEST CORRECT _____ Chairman
Robert C. Weiss

MINUTES OF REGULAR MEETING
June 8th, 2021

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

Sara Oberloh was present to review the 2020 Public Utilities audit report.

Vice Chairman Theisen moved to approve the agenda, minutes from previous meetings and invoices for payment totaling \$146,801.81 and a supplemental total of \$34,841.98. Commissioner Novotny seconded the motion. Motion carried; Ayes 3, Nays 0.

The Commission reviewed the monthly operational and financial reports for April 2021.

Commissioner Novotny moved to approve resolution #198 Wolf Wind downstream agreement with CMPAS. Vice Chairman Theisen second the motion. Motion carried; Ayes 3, Nays 0.

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

Wayne Novotny Secretary

ATTEST CORRECT _____ Chairman
Robert C. Weiss

MINUTES OF REGULAR MEETING
July 13th, 2021

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

Vice Chairman Theisen moved to approve the agenda, minutes from previous meetings and invoices for payment totaling \$594,284.04 and a supplemental total of \$44,319.14. Commissioner Novotny seconded the motion. Motion carried; Ayes 5, Nays 0.

The Commission reviewed the monthly operational and financial reports for May 2021.

Vice Chairman Theisen moved to approve the 2020 audit report. Commissioner Braulick seconded the motion. Motion carried; Ayes 5, Nays 0.

Commissioner Novotny moved to appoint Public Works Director Hardin as the delegate representative to MMUA. Vice Chairman Theisen seconded the motion. Motion carried; Ayes 5, Nays 0.

PWD Hardin gave a brief recap of the APPA Summer Conference he attended.

PWD Hardin gave an update on the Ground Storage Tank rehab project, as well as an update of the possible sale of the Seneca property.

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

Wayne Novotny Secretary

ATTEST CORRECT _____ Chairman
Robert C. Weiss

MINUTES OF REGULAR MEETING
August 10th, 2021

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

Commissioner Marotz moved to approve the agenda, minutes from previous meetings and invoices for payment totaling \$165,017.51 and a supplemental total of \$236,523.56. Commissioner Braulick seconded the motion. Motion carried; Ayes 4, Nays 0.

The Commission reviewed the monthly operational and financial reports for June 2021.

Commissioner Marotz moved to accept the low bid from Slack Painting for the Ground Storage Tank Rehab project. Low bid was \$125,500.00. Vice Chairman Theisen second the motion. Motion carried; Ayes 4, Nays 0.

PWD Hardin informed the Commission that the CMPAS annual meeting will be held October 20th, 2021, at Chankaska Creek Ranch & Winery.

Chairman Weiss adjourned the meeting at 5:14pm, concluding all agenda business.

Paul Theisen Vice Chairman

ATTEST CORRECT _____ Chairman
Robert C. Weiss

MINUTES OF REGULAR MEETING
September 14th, 2021

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

Commissioner Marotz moved to approve the agenda, minutes from previous meetings and invoices for payment totaling \$343,637.03 and a supplemental total of \$34,281.22. Commissioner Novotny seconded the motion. Motion carried; Ayes 5, Nays 0.

The Commission reviewed the monthly operational and financial reports for July 2021.

PWD Hardin reminded the Commission that the CMPAS annual meeting will be held October 20th, 2021, at Chankaska Creek Ranch & Winery. Social hour will be 4PM-5PM, 5PM-6:30PM will be guest speakers and 6:30PM-8:00PM will be dinner. Hardin will forward the invite to the Commissioners.

The Commission discussed highlights from the MMUA Summer Conference.

PWD Hardin gave an update on the various utility projects going on in town, some of which included the 1st Avenue underground utility project, the Ground Storage Tank rehab project and the possibility of replacing the heating system at the power plant.

PWD Hardin gave the Commission the dates of the MMUA Legislative Conference of February 8th-9th 2022 and the APPA Rally in Washington DC of February 28th – March 1st, 2022.

Chairman Weiss adjourned the meeting at 5:48pm, concluding all agenda business.

Wayne Novotny Secretary

ATTEST CORRECT _____ Chairman
Robert C. Weiss

MINUTES OF REGULAR MEETING
October 12th, 2021

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

Commissioner Marotz moved to approve the agenda, minutes from previous meetings and invoices for payment totaling \$183,430.35 and a supplemental total of \$215,667.69. Vice Chairman Theisen seconded the motion. Motion carried; Ayes 5, Nays 0.

The Commission reviewed the monthly operational and financial reports for August 2021.

PWD Hardin reminded the Commission that the CMPAS annual meeting will be held October 20th, 2021, at Chankaska Creek Ranch & Winery. Social hour will be 4PM-5PM, 5PM-6:30PM will be guest speakers and 6:30PM-8:00PM will be dinner. Chairman Weiss stated he would be attending along with Elston and Hardin.

The Commission reviewed the bid from Ziegler CAT to repair the oil pan gasket on the #7 CAT generator. The bid was for \$17,622.50, which was for the rigging and lifting of the generator, the remainder of the work will be covered under warranty. Commissioner Marotz moved to approve the bid for \$17,622.50 from Zielger CAT to do the work. Secretary Novotny seconded the motion. Motion carried; Ayes 5, Nays 0.

The Commission discussed raising the Public Utilities water rates for 2022. PWD Hardin gave the commission some proposed rate increases, along with examples of rates from surrounding communities. After this discussion, Commissioner Marotz moved to raise the monthly base meter charge \$1.00 per meter and raise city residential water consumption rates from \$3.50/100 cu.ft to \$4.00/100 cu.ft. Secretary Novotny second the motion. Motion carried; Ayes 5, Nays 0.

The Commission discussed the replacement of the batteries in the substation. After some discussion it was decided to table this until the November meeting, to allow time for multiple bids.

The Commission decided to move the November meeting to Tuesday, November 16th, 2021 at 5:00pm.

Chairman Weiss adjourned the meeting at 5:48pm, concluding all agenda business.

Wayne Novotny Secretary

ATTEST CORRECT _____ Chairman
Robert C. Weiss

MINUTES OF REGULAR MEETING
November 16th, 2021

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

Commissioner Marotz moved to approve the agenda, minutes from previous meetings and invoices for payment totaling \$354,257.91. Commissioner Novotny seconded the motion. Motion carried; Ayes 3, Nays 0.

The Commission reviewed the monthly operational and financial reports for September 2021.

PWD Hardin presented the 2022 preliminary budget for the Commission to review.

Commissioner Marotz moved to approve Resolution 199 amending water rates as follows:

RESOLUTION #199

AMENDING THE WATER RATES AS AMENDED IN
RESOLUTION #189 DATED THE 10TH DAY OF NOVEMBER, 2016

WHEREAS, the Public Utilities Commission has been duly organized and now exists under and by virtue of the amended Charter of the City of Sleepy Eye, such Commission having been duly organized by ordinance, and is now functioning in the capacity thereby, and

WHEREAS, such Public Utilities Commission has sole jurisdiction of Water Rates, and

WHEREAS, the Public Utilities Commission is faced with increased operating costs, along with infrastructure improvements which included the installation of additional piping, water meter replacement, and Ground Storage Tank rehabilitation.

WHEREAS, the building of this infrastructure added debt service and additional depreciation and operating expenses to the water department operating budget.

THEREFORE BE IT RESOLVED, that the water rates be adjusted as follows:

RESIDENTIAL CITY WATER

FROM	TO
Water consumption from 0 to 6000 cubic feet \$3.50 per 100 cubic feet	Water consumption from 0 to 6000 cubic feet \$4.00 per 100 cubic feet
Water consumption from 6001 cubic feet and higher \$4.00 per 100 cubic feet	Water consumption from 6001 cubic feet and higher \$4.25 per 100 cubic feet

COMMERCIAL AND INDUSTRIAL WATER

FROM	TO
Water consumption from 0 to 20,000 cubic feet \$ 3.50 per 100 cubic feet	Water consumption from 0 to 20,000 cubic feet \$4.00 per 100 cubic feet
Water Consumption from 20,001 cubic feet and higher \$4.00 per 100 cubic feet	Water consumption from 20,001 cubic feet and higher \$4.25 per 100 cubic feet

RURAL WATER

FROM	TO
Water consumption from 0 to 6000 cubic feet \$3.60 per 100 cubic feet	Water consumption from 0 to 6000 cubic feet \$4.10 per 100 cubic feet
Water consumption from 6001 cubic feet and higher \$4.20 per 100 cubic feet	Water consumption from 6001 cubic feet and higher \$4.45 per 100 cubic feet

BULK WATER

FROM	TO
\$10.00 monthly meter charge 100 cubic feet	\$15.00 monthly meter charge \$3.50 per \$5.00 per 100 cubic feet

MONTHLY METER CHARGE

	FROM	TO
5/8" – 3/4" Meter	\$14.00	\$15.00
1"	\$15.00	\$16.00

1 ½"	\$17.00	\$18.00
2"	\$17.50	\$18.50
3"	\$22.00	\$23.00
4"	\$29.00	\$30.00
6"	\$46.00	\$47.00
8"	\$66.00	\$67.00

BE IT ALSO RESOLVED that Resolution #199 will apply and shall be in effect (20) twenty days after publication.

Secretary Novotny second the motion. Motion carried; Ayes 3, Nays 0.

Secretary Novotny moved to approve the low bid of \$6,750.00 for replacing the batteries at the substation. Commissioner Marotz second the motion. Motion carried; Ayes 3, Nays 0.

Chairman Weiss gave a recap of the 2021 CMPAS annual meeting.

Chairman Weiss adjourned the meeting at 5:48pm, concluding all agenda business.

Wayne Novotny Secretary

ATTEST CORRECT _____ Chairman
Robert C. Weiss

MINUTES OF REGULAR MEETING
December 14th, 2021

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

Commissioner Marotz moved to approve the agenda, minutes from previous meetings and invoices for payment totaling \$2,291,537.98 and a supplemental total of \$21,323.30. Commissioner Braulick second the motion. Motion carried; Ayes 4, Nays 0.

The Commission reviewed the monthly operational and financial reports for October 2021.

Commissioner Marotz moved to approve utility bill write offs for 2021 totaling \$3,748.03. Commissioner Braulick second the motion. Motion carried; Ayes 4, Nays 0.

The Commission reviewed the proposed budget for 2022. After review Commissioner Marotz moved to approve the proposed 2022 budget. Commissioner Braulick second the motion. Motion carried; Ayes 4, Nays 0.

The Commission discussed billing clerk wage. Commissioner Marotz moved to approve a \$2.18 per hour increase to the billing clerk wage. Commissioner Braulick second the motion. Motion carried; Ayes 4, Nays 0.

PWD Hardin reminded the Commission of the MMUA legislative rally being held Feb. 8-9th.

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

Paul Theisen Vice Chairman

ATTEST CORRECT _____ Chairman
Robert C. Weiss