

AUSTIN UTILITIES

MINUTES OF MEETING

4:00 pm, January 16th, 2024
Date

Regular Meeting

Kristin Johnson/Jay Lutz
President

Members Present:

Jay Lutz, Commissioner
Steve Greenman, Commissioner
Tyler Hulsebus, Commissioner

Members Absent:

Kristin Johnson, Commissioner
Jeanne Sheehan, Commissioner

Others Present:

Mark Nibaur, General Manager
Alex Bumgardner, Utility Operations Director
Dan Ulland, Employee Relations Director
Marc Oleson, IT Director
Kory Robinson, Finance & Customer Care Director
Michelle Orozco, Customer Service Supervisor

Vice President Jay Lutz called the meeting to order.

Moved by Steve Greenman, seconded by Tyler Hulsebus, to approve the meeting agenda. Approved unanimously.

Moved by Tyler Hulsebus, seconded by Steve Greenman, to approve the regular meeting minutes of December 12th, 2023. Approved unanimously.

Moved by Steve Greenman, seconded by Tyler Hulsebus, to approve the disbursements summary, accounts payable list, additional bills and expenses, and authorize warrants to be drawn for their payment. Approved unanimously.

Moved by Tyler Hulsebus, seconded by Steve Greenman, to adjourn the 2023 Board of Commissioners of the Austin Utilities. Sine Die. Approved unanimously.

The Secretary convened the 2024 Board of Commissioners of the Austin Utilities.

Jay Lutz was nominated as President and Steve Greenman as Vice President from among the Commission, for the ensuing year. (In accordance with Chapter XI, Section I, Austin City Charter). Vote taken and approved unanimously.

The Secretary stated the Board's nomination and election of the President and Vice President for 2024, after which, the new President of the Commission continued with the remaining business of the Commission.

Moved by Tyler Hulsebus, seconded by Steve Greenman, to appoint Mark Nibaur as Secretary to the Board for the ensuing year (in accordance with Chapter XI, Section 1, Austin City Charter). Approved unanimously.

President, Jay Lutz, stated the Board's appointment of Mark Nibaur as Secretary to the Board, and directed the Secretary to note the members of the 2024 Board of Commissioners of the Austin Utilities. President Jay Lutz, and Secretary Mark Nibaur will be official signers on all Austin Utilities checking accounts for 2024.

The Board appointed Committee Members to the Personnel Committee: Jeanne Sheehan and Jay Lutz. The Budget Committee representatives will continue to be Kristin Johnson and Steve Greenman and the Mower County Water Management Committee was deemed no longer necessary to have an AU representative. Additionally, Jeanne Sheehan will continue to attend Marketing/Communications Committee meetings. A new Board Policy Subcommittee was also created and Tyler Hulsebus will be the representative.

Michelle Orozco, Customer Service Supervisor, presented the fourth quarter 2023 charge offs. Residential loss totaled \$43,478.63, commercial loss totaled \$1,433.12, and Miscellaneous Receivables totaled \$2,033.30. The total HeatShare donation to the Salvation Army in 2023 was \$6,236.85. Moved by Steve Greenman, seconded by Tyler Hulsebus, to approve the charge-offs as presented. Approved unanimously.

Mark Nibaur, General Manager, presented Resolution No. 329 - Accepting Donations to Austin Utilities. Moved by Tyler Hulsebus, seconded by Steve Greenman to approve Resolution No. 329 as presented. Roll call vote taken and approved 3 yeas to 0 nays.

Mark Nibaur, General Manager, presented the Delegation of Authority required by the MN Department of Transportation for utility relocations on their road projects. Moved by Steve Greenman, seconded by Tyler Hulsebus, to approve the Delegation of Authority as presented. Approved unanimously.

Kory Robinson, Finance and Customer Care Director, presented Resolution No. 330 - Designating Depositories for 2024. No changes have been made from 2023. Moved by Tyler Hulsebus, seconded by Steve Greenman, to approve Resolution No. 330 as presented. Roll call vote taken and approved 3 yeas to 0 nays.

Kory Robinson, Finance and Customer Care Director, presented the annual insurance liability waiver stating AU does not waive the statutory limit. Moved by Steve Greenman, seconded by Tyler Hulsebus, to approve the waiver as presented. Approved unanimously.

Dan Ulland, Employee Relations Director, presented AU's 2023 Pay Equity Report. The report shows AU to be in compliance with an underpayment ratio of 102.22%. The MN Management & Budget Department requires the report be filed every three years. It was noted that AU has budgeted funds to review the Base Pay structure with Flaherty and Hood in 2024. Moved by Tyler Hulsebus, seconded by Steve Greenman, to approve the Pay Equity Report as presented. Approved unanimously.

Mark Nibaur, General Manager, also updated the Board on the following:

- SMMPA meeting minutes
- Safety committee minutes
- Cold weather snap and use of propane plant
- Ann Christianson retirement party Feb. 9th.

Continued

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The next regular Board meeting was scheduled for 4:00 pm, February 20th, 2024. A Board of Commissioners Work Session on AU's Power Supply Plan was also scheduled for 7:00 am, February 21st, 2024.

Moved by Tyler Hulsebus, seconded by Steve Greenman, to adjourn. Approved unanimously. Adjourned 4:45 pm.

President

Secretary