

# AUSTIN UTILITIES

## MINUTES OF MEETING

4:00 pm, July 16th, 2024  
Date

Regular Meeting

Jay Lutz  
President

### Members Present:

Jay Lutz, President  
Jeanne Sheehan, Commissioner  
Tyler Hulsebus, Commissioner  
Kristin Johnson, Commissioner  
Steve Greenman, Commissioner

### Others Present:

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

### Members Absent:

President Jay Lutz called the meeting to order.

Moved by Tyler Hulsebus, seconded by Jeanne Sheehan, to approve the meeting agenda. Approved unanimously.

Moved by Steve Greenman, seconded by Kristin Johnson, to approve the regular meeting minutes of June 12th, 2024. Approved unanimously.

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

Michelle Orozco, Customer Service Supervisor, presented the 2nd quarter 2024 charge-offs. Residential loss totaled \$59,075.15. Commercial loss was \$6,717.21. The customer service staff reported that due to AMI technology they have been able to disconnect more customers for non-payment. This has resulted in lower past due balances. Moved by Steve Greenman, seconded by Kristin Johnson, to approve the charge-offs as presented. Approved unanimously.

Mark Nibaur, General Manager, revisited the donation to the Austin CEO program that was approved at the last board meeting. After his discussion with the city attorney and city staff, it was advised to deny the \$3,000 contribution. Some question about whether it was a public purpose expenditure and the lack of statutory authority were the reasons for the determination. Commissioners shared that they thought it was a worthwhile program but AU as a local government entity is required to follow Minnesota statutes. Moved by Steve Greenman, seconded by Tyler Hulsebus, to reverse the previously approved CEO program donation and deny the donation request. Approved unanimously.

Mark Nibaur, General Manager, requested approval for Alex Bumgardner to have temporary authority to approve general items, orders, and payroll during the GM's absence from Aug 1 – Aug 16, 2024. Commissioners questioned if the approval was necessary but ultimately due to the extended absence and the overseas trip with limited electronic access, it was moved by Kristin Johnson, seconded by Tyler Hulsebus, to approve the request for the Aug 1 - 16, 2024 timeframe. Approved unanimously.

Marc Oleson, IT Director, reviewed a new AI cyber security program purchased by AU called Darktrace. The program is designed to learn AU's network traffic and to remedy any active cybersecurity issues quickly. It would also help secure our IT network, OT network and assist in email filtration. The one year contract cost of \$42,978 plus tax was not in the 2024 budget but the IT personnel budget has some unused funds to help offset the cost.

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

- SMMPA meeting minutes
- Safety committee minutes
- AU receiving SOAR award
- Retiree breakfast
- Approval of AU-SMMPA contract extension
- AU-Freeborn Mower service territory expansion finalized

The Personnel committee has started looking at a timeline for replacing the General Manager when he retires in August of 2025. Commissioners suggested updating the job description as a start to the process.

The next regular board meeting was set for 4:00 pm, Tuesday, August 20th, 2024.

Moved by Kristin Johnson, seconded by Jeanne Sheehan, to adjourn. Approved unanimously. Adjourned at 5:25 pm.

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President

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Secretary