



**CONSENT AGENDA**

Any item on the consent agenda shall be removed for consideration by request of any one Commission member, Utility staff, or the public and put on the regular agenda for discussion and consideration.

- 2      [21-1609](#)      Consider a motion to approve the City Treasurer's Report and the Investment Activity Report for December 2020.  
**Attachments:**    [2020-12 City Treasurer Report and Investment Activity Report](#)
- 3      [21-1613](#)      Consider a motion to approve the write off of December uncollectible accounts in the amount of \$3,249.24.  
**Attachments:**    [Uncollectible Accounts 2020 Dec](#)
- 4      [21-1588](#)      Consider a motion to approve Pay Request #3 in the amount of \$16,975.09 to Casper Construction for the Solar Plus Storage Grading Project.  
**Attachments:**    [Solar plus Storage Grading Pay App 3 \(1\)](#)
- 5      [21-1605](#)      Consider a motion to confirm the hire of the selection committee's preferred applicant, Ms. Jean Lane, for the Business Services Manager position contingent upon satisfactory results of the pre-employment background screenings.
- 6      [21-1607](#)      Consider a motion to authorize the sale and/or disposal of surplus non-AMI electric meters.  
**Attachments:**    [2021-01 Electric Meter Surplus Sale](#)
- 7      [21-1597](#)      Consider a motion to approve the purchase of four lift station Alarm Agents from NOS Automation for the Lift Station Radio Upgrades capital project in the amount of \$9,626.65.  
**Attachments:**    [January 2021 - PlanIt - Lift Alarms](#)  
                         [January 2021 - Quote - NOS Q202012001.0](#)  
                         [January 2021 - Quote - Tank Vitals](#)

**SETTING OF REGULAR AGENDA**

This is an opportunity to approve the regular agenda as presented, or add/delete an agenda item by a majority vote of the Commission members present.

**ADMINISTRATION DEPARTMENT**

- 8      [21-1586](#)      Consider a motion to approve the 2021 Minnesota Pay Equity Compliance Report and authorize signature and filing the report with the Minnesota

Office of Budget and Management.

**Attachments:** [Draft 2021 MN Pay Equity Report.pdf](#)  
[MMB Guide to Understanding Pay Equity Compliance.pdf](#)

- 9      [21-1603](#)      Review the January Administration Department Report.  
**Attachments:**    [2021-0113 Administrative Report.pdf](#)

#### **BUSINESS SERVICES DEPARTMENT**

- 10     [21-1610](#)      Review the January Business Services Department Report.  
**Attachments:**    [2020-12 Business Services Monthly Report](#)

#### **ELECTRIC DEPARTMENT**

- 11     [21-1608](#)      Review the January Electric Department Report.  
**Attachments:**    [2021-0113 Electric Report](#)

#### **WATER AND WASTEWATER DEPARTMENT**

- 12     [21-1598](#)      Review the January Water-Wastewater Department Report.  
**Attachments:**    [Water & Wastewater January 2021](#)

#### **SAFETY REPORT**

- 13     [21-1604](#)      Review the January Safety Report.  
**Attachments:**    [2021-0113 Safety Report.pdf](#)

#### **VERIFIED CLAIMS**

- 14     [21-1612](#)      Consider a motion to approve the verified claims for December in the  
amount of \$2,348,800.35.  
Computer Check Register \$1,233,155.04.  
Manual Check Register \$1,115,645.31.  
**Attachments:**    [AP List 2020.12.31 #1](#)  
[Check Register Manual 2020.12.31](#)

**ADJOURNMENT**

**The next Special Meeting/Work Session is scheduled for Tuesday, February 2, 2021 at 8:00 a.m. in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.**

**The next Regular Meeting of the Commission is Wednesday, February 17, 2021 at 4:00 p.m. in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.**