

**CITY OF CIRCLE PINES, MINNESOTA
REGULAR UTILITIES COMMISSION MEETING**

**December 23, 2024
5:00 P.M.**

AGENDA

1. Call to Order

2. Roll Call

*Jan Kreminski, Chair
Dwight Benoy, Commissioner
Curtis Theis, Commissioner
Eric Peterson, Commissioner
Brian Olson, Commissioner
Patrick Antonen, City Administrator*

3. Setting of Agenda

Note: Consent agenda items will be acted on with one motion unless a Utilities Commission Member requests their placement on the regular agenda.

4. Comments

- a. Public Comments
- b. Commission Member Comments

5. **COMMISSION BUSINESS**

a. Consent Agenda

<u>Item</u>	<u>Action</u>
1. November 26, 2024, Minutes (Enclosed)	Approve
2. Disbursement List (Enclosed)	Approve
3. Financial Statement (Enclosed)	Approve
4. 2025 Circle Pines Council, Commissions, & Board Dates	Approved

Commission Action _____

b. Approve 2024/2025 Pond Maintenance Project Plans, Specs and Bids (Memo)

Commission Action _____

c. _____

Commission Action _____

6. **ADJOURNMENT**

**CITY OF CIRCLE PINES, MINNESOTA
REGULAR UTILITIES COMMISSION MEETING**

**November 26, 2024
Minutes**

1. CALL TO ORDER

Chairman Jan Kreminski called the meeting to order at 5:00 p.m.

2. ROLL CALL

Commission Members Brian Olson, Eric Peterson, Curtis Theis, and Dwight Benoy were present. City Administrator Patrick Antonen was present representing staff.

3. SETTING OF AGENDA

There were no changes to the agenda.

4. COMMENTS

a. Public Comments

There were no public comments.

b. Commission Member Comments

There were no commission member comments.

5. COMMISSION BUSINESS

a. Consent Agenda Items

For Approval:

1. October 22, 2024, Meeting Minutes
2. Disbursement List
3. Financial Statement

Motion: Peterson moved, seconded by Benoy, to approve the Consent Agenda as presented.
Motion carried 5-0.

b. Centennial High School 2025 Senior All-Night Party – Donation Request

Antonen explained that this is the annual request from the Centennial High School for the Senior All-Night Party Committee. They have requested a donation of \$600. The commission requested that the donation is to be used toward tickets for the students who are unable to purchase tickets.

Motion: Benoy moved, seconded by Peterson, to approve the donation request for \$600 from the Centennial HS SANP Committee per the terms of the Commission. **Motion carried 5-0.**

c. Stormwater 2025 Pond Project Update (Verbal)

Antonen explained that the quotes for the 2025 maintenance projects are currently being worked on hoping to have the quotes ready to be presented at the December 23rd meeting. Two areas have been identified to need maintenance: the first area is the Village north of Lake Drive, which is having stormwater issues from a backed-up culvert that is causing flooding in the streets, and the second is the Tamarack area, which has 3 ponds that have not been maintained in 20 plus years. The plan is to have the projects completed this winter with a targeted spending goal of \$150,000 for these projects.

6. **ADJOURN TO WORK SESSION**

- Budget Presentation – Finance Director, Kate Manson

Motion: Olson moved, seconded by Theis, to adjourn the meeting at 5:09 p.m.

Motion carried 5-0.

Chair

City Administrator