



# City of Saint Paul

City Hall and Courthouse  
15 West Kellogg Boulevard  
Room 330

## Meeting Minutes

### Board of Water Commissioners

Patrick Shea, General  
Manager  
651-266-8943 or  
Patrick.Shea@ci.stpaul.mn  
.us

Mollie Gagnelius,  
Recording Secretary,  
651-266-6275 or  
mollie.gagnelius@ci.stpau  
l.mn.us

*Chair Mara Humphrey*  
*Vice Chair Nelsie Yang*  
*Commissioner Amy Brendmoen*  
*Commissioner Rebecca Cave*  
*Commissioner John Larkin*  
*Commissioner Chris Tolbert*

---

Tuesday, October 10, 2023

5:00 PM

Legislative Hearing Room, 330 City Hall

---

#### Roll Call

**Present** 4 - Amy Brendmoen; Mara Humphrey; Nelsie Yang and Rebecca Cave

**Absent** 2 - Chris Tolbert and John Larkin

#### Consent Agenda

**Note:** Items listed under the Consent Agenda will be enacted by one motion with no separate discussion. If discussion on an item is desired, the item will be removed from the Consent Agenda for separate consideration.

#### Approval of the Consent Agenda

*Motion made by Vice President Yang and seconded by Commissioner Brendmoen;  
Consent Agenda has been Adopted*

#### **Adopted Consent Agenda**

**Yea:** 4 - Amy Brendmoen; Mara Humphrey; Nelsie Yang and Rebecca Cave

**Nay:** 0

**Absent:** 2 - Chris Tolbert and John Larkin

**1** Approving the minutes of the September 12, 2023 meeting.

**Attachments:** [September 12, 2023 Board Minutes](#)

**Adopted**

**2** Approving the Financial Statements for the month of August 2023.

**Attachments:**     [August 2023 Financial Statements](#)

**Adopted**

- 3                      Pertaining to Amendment No. 1 to Professional Services Agreement Contract No. 3972 with HR Green, Inc. to provide design and construction administration for the Mailand Road Pump Station Electrical Rehabilitation Project.

**Attachments:**     [Staff Report](#)  
                             [Scope of work](#)  
                             [Resolution 23-1556](#)

**Adopted**

- 4                      Pertaining to a Lease Agreement with the Public Housing Agency of the City of Saint Paul to install AMI equipment at 1743 Iowa Avenue East.

**Attachments:**     [Staff Report](#)  
                             [Site Lease Agreement](#)  
                             [Resolution 23-1557](#)

**Adopted**

- 5                      Pertaining to a Lease Agreement with the Public Housing Agency of the City of Saint Paul to install AMI equipment at 469 Ada Street.

**Attachments:**     [Staff Report](#)  
                             [Site Lease Agreement](#)  
                             [Resolution 23-1558](#)

**Adopted**

- 6                      Pertaining to amending the 2023 Saint Paul Regional Water Services spending budget to record the cost-neutral change in spending for the cost of issuance, principal and interest due on PFA note DW08.

**Attachments:**     [Staff Report](#)  
                             [Resolution 23-1569](#)  
                             [Financial Analysis](#)  
                             [Administrative Order #6 Amend Budget](#)

**Adopted**

- 7                      Pertaining to a 2023 Budget Amendment No. 7 to record the increase in spending and financing for chemical, electricity, sludge hauling and plumbing supplies.

**Attachments:**     [Staff Report](#)  
                             [Resolution 23-1570](#)  
                             [Financial Analysis](#)

**Adopted****Discussion Items**

- 8 Update on Water Conservation Efforts + Utility Trainee Program

**Attachments:**     [Presentation](#)  
                                 [Presentation Attachments](#)

**Received and Filed**

- 9 Affordability Efforts and Assistance Program Funding

**Attachments:**     [Presentation](#)  
                                 [Presentation Attachments](#)

**Received and Filed**

**Informational Items**

- 10 General Manager's Report

1. Highland Water Tower Open House held October 14th and 15th.
2. SPRWS Employee, Dennis Rosemark, received Volunteer of the Year award from AWWA.
3. Utility Trainee Graduation will be held at SPRWS on November 21st.
4. No November Board Meeting - next meeting will be December 12th.

**Received and Filed**

- 11 Pipeline Express

**Attachments:**     [Pipeline Express-September 22, 2023](#)

**Received and Filed**

**Adjournment**