

Pursuant to due call and proper notice thereof, a meeting of the Breckenridge Public Utilities Commission was held on Monday, April 18, 2022, 2:00 PM, at City Hall – Council Chambers.

Members Present: Commissioners Larson, Graves, Martinson, Karlgaard, Summerville
Others Present: Director of Public Service Crocker, Finance Officer Christensen, City Administrator Smith, City Attorney Butts, Will Schuler and Dale Beyer-Minn-Kota Ag Products

Election of Officers

Commissioner Martinson offered a motion to nominate Dennis Larson to serve as President of Commission, Gordon Martinson as Vice-President, and Russ Graves as Secretary/Treasurer. The motion was seconded by Nate Summerville and carried unanimously.

Agenda was approved as printed.

Minn-Kota Ag Products Development – Assessment Discussion

Will Shuler and Dale Beyer, Minn-Kota Ag Products, were present to discuss with Commissioners cost sharing regarding water installation to new Minn-Kota Ag Products Development. The Utility Water Service Policy states that the Utility will get water to private property. At that point going on is the owner’s responsibility. The City Special Assessment Policy states that the owner and City will share 50/50 in cost to get water service to property. Discussion regarding prior conversations regarding how this would be paid for. After considerable discussion it was the consensus of the Commission that until Plans and Specifications are approved and actual costs are known that this matter be tabled. No formal action taken.

Approval of Minutes

Commissioner Graves offered a motion to approve the minutes from the regular meeting of April 4, 2022. The motion was seconded by Commissioner Karlgaard and carried unanimously.

City Officials

City Administrator Smith updated Commissioners:

City Cleanup Week is scheduled for May 20-26, 2022.

2021 Audit is complete. Finance Officer Christensen will get Utility Audit to Commissioners

Commissioners thanked City Administrator Smith for everything she has helped with on the Utility side and wished her the best in her new position.

UTILITY MANAGEMENT

Bills and Claims

Commissioner Martinson offered a motion to approve the Bills and Claims. The motion was seconded by Commissioner Summerville and carried unanimously.

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| Albertson's Auto Parts | Wiper Blades, Fluid, Misc - PU | \$ 51.78 |
| Cullen Strader | Rebate-MRES-HVAC | 1,300.00 |
| Dakota Supply Group | Milwaukee Tool Die - Electric | 42.72 |
| Drew Cvancara | Safety Boot Reimbursement | 199.00 |
| EconoFoods-Breck | Coffee, Toilet Paper-Util Shop | 72.13 |
| EconoFoods-Wahpeton | UPS Charges - GIS Tablet Repairs | 18.00 |
| Farmers Union Oil Co. | Fuel, DEF, Misc - Util | 1,188.11 |
| Fastenal Company | Misc Electric Supplies | 45.96 |
| Fergus Power Pump, Inc. | Services - Sludge Hauling - Wtr Plt | 928.13 |
| Gopher State One-Call | Locates | 8.10 |
| Graphic Products, Inc. | DuraLabel Printer-Electric Inventory | 1,787.46 |

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| Great Plains Natural Gas | Nat Gas - Water Plants | 180.95 |
| Hawkins, Inc. | AquaHawk Chemical - Water Plant | 1,418.25 |
| KBMW | Electric Advertising | 221.00 |
| Midcontinent Communications | Phone/Internet - Water Plant, Util Shop | 208.27 |
| Missouri River Energy Ser | MRES Bill | 147,586.53 |
| MN Municipal Util. Assn. | 2022 Apr-June Safety - Utility | 3,157.50 |
| MN Pollution Control Agency | 2022 Lagoon Permit | 1,450.00 |
| MN Rural Water Assn. | 2022 Membership Dues | 300.00 |
| Red River Communications | Phone Lines - Util | 94.34 |
| RMB Environmental Lab, Inc. | Water Bacteria Testing | 80.00 |
| Schmitt's Plumbing & Heating | Rebate-Stader Work-MRES | 100.00 |
| Stuart C. Irby Company | Electric Meters (2) | 144.16 |
| Summerville Electric | Heater Repairs - SS Lift Station | 97.00 |
| US AutoForce | Tires - Electric Pickup | 554.32 |
| Wahpeton Ace Hardware | Dryer System, Hooks, Misc-WP | 160.83 |
| Wahpeton Glass & Paint, Inc. | Glass - Door Repair | 56.67 |
| Waste Mgmt Of WI-MN | Garbage PU | 719.41 |

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| 601 Electric | \$155,076.96 | | |
| 602 Sewer | 1,581.15 | | |
| 603 Water | 5,512.51 | | |
| | | | \$ 162,170.62 |

TOTAL - \$162,170.62

Crew Updates

Electric: Crew has been working on mapping, tree trimming, general maintenance, meter reading, etc.

Water/Wastewater: Crew has been doing general maintenance and repairs on system, taking samples, meter reading, etc.

MRES Annual Meeting – May 11-12, 2022, Sioux Falls, SD

Director Crocker informed members that he will be attending MRES Annual Meeting. Commissioner Graves and Summerville stated that they would also like to attend. Reservations will be made – no formal action taken.

Miscellaneous Updates

Used Transformer: Director of Public Services Crocker discussed with Commissioners costs associated with having a spare transformer available in case substations would have issues. Director Crocker stated costs would be approximately \$150,000.00. There was considerable discussion, but no formal action was taken.

Demolition of Old Water Treatment Plant: Director Crocker informed members that he is in the process of looking for funding from the State. There was no formal action taken.

Other

Dennis Larson discussed with Commission members the possibility of helping with the cost to update the City Website. There was no formal action taken at this time.

Commission Comments

There were no Commission Comments at this time.

There being no further business, Commissioner Graves offered a motion to adjourn at 3:50 PM. The motion was seconded by Commissioner Karlgaard and carried unanimously.