

Pursuant to due and proper notice there of a meeting of the Breckenridge Public Utilities Commission was held on Monday, January 12, 2026, at 2:00 p.m. at City Hall – Council Chambers.

Members Present: Commissioners Dennis Larson, Paul Kaufman, and Hope Karlgaard.

Members Absent: Commissioners Tom Seliski and Nathan Summerville.

Others: Director of Public Services Neil Crocker, City Administrator Sydney Wiertzema, and Finance Officer Liane Mauch.

Approval of Agenda. Motion by Commissioner Kaufman to approve the agenda as is. Seconded by Commissioner Karlgaard and carried unanimously.

Approval of Minutes. Commissioner Karlgaard moved to approve the minutes from the December 15, 2025, meeting. Seconded by Commissioner Kaufman and carried unanimously.

City Officials – City Administrator Wiertzema informed the Commission that she has received a resignation letter from Neil Crocker.

Utility Management

Bills and Claims. Commissioner Karlgaard moved to approve the bills and claims. Seconded by Commissioner Kaufman and carried unanimously.

Auto Value Wahpeton	Clamp/flare - Water	\$ 30.07
Bold Print	Meter read cards	237.50
Breckenridge Public Utilities	Lift station Utilities	1,365.52
Comstock Construction	Curb repairs - Water	18,646.28
Comstock Construction	FCC watermain break repairs	2,850.69
Graymont (WI) LLC	Quicklime/freight - Waterplant	6,757.10
Hawkins, Inc.	Chlorine, cylinders, freight	1,057.00
Stuart C. Irby Company	Glove protectors - Elec	92.00
Thein Well	Annual well/pump inspections	315.00
Verizon Wireless	Cell phones	139.75
Albertson's Parts City Auto Parts	Oil/filters, Battery, Oll	\$ 533.57
Blazer Express, Inc.	Fuel - Water dept	516.97
Breckenridge Port Authority	Cold storage rent - Utilities	1,125.00
Comstock Construction	Repairs to lagoon valve	7,293.72
Comstock Construction	FCC water main leak repairs	6,304.74
Dakota Mailing & Shipping, Inc.	Postage mach ink/Sorter maint cont	1,718.81
Disposal Services, Inc.	Sludge disposal services	3,058.33
EconoFoods-Breck	Coffee, TP, air freshners - Elec shop	113.30
Eric Cribb	Safety boot reimbursement	169.95
Farm City Supply	Drill bits, liners, ice melt, Hi-vis jack	526.49
Farmers Union Oil Co.	Fuel, gloves, paint, chain	1,257.11
Gopher State One-Call	One calls	22.95
Grainger	Confined space blower - Wastewater	339.03

Midcontinent Communications	Internet - Waterplant & Elec shop	206.78
Missouri River Energy Services	Transmission	201,228.87
MN Municipal Util. Assn.	Q1 2026 Safety Mngt/Drug Alcohol	3,589.50
MN Municipal Util. Assn.	2026 Membership dues	7,868.00
Postmaster-US Postal Service	Permit 51 fee 2026	370.00
Red River Communications	Phone/camera internet services	339.55
RMB Environmental Lab, Inc.	Bacteria testing - Water	132.72
Tyler Technologies	Utility billing notifications	11.70
Wahp/Breck Chamber of Comm	2026 Chamber dues	300.00
		\$268,518.00

601 Electric Fund	\$	215,034.13
602 Sewer Fund	\$	10,057.12
603 Water Fund	\$	24,780.47
TOTAL:	\$	268,518.00

Crew Updates.

- Electric:
 - They finished taking down the Christmas decorations, working on the crossarms for the Circuit C alley project, and working on overhead line maintenance.
- Water:
 - They are doing work orders, had some problems with the lift stations (to be discussed further on agenda), had no power to the water plant due to a temporary transformer going down - thankfully, the backup generator did its job and kicked it.

December Monthly Financials. Informational only. Liane will print an updated one again for next meeting as many of the December bills have not been processed yet.

Other Comments.

- Lift Station Control Panel Quote. The lift station control panels at the Main Street and Hwy 75 lifts have been causing some issues. They are so outdated that they can't find any repair parts for them. Neil obtained a quote from Sweeney Controls with an amount of #32,800 for one and \$28,900. The lift station on Hwy 75 is more critical as it pushes everything towards the forcemain to the lagoons. There was discussion to maybe do one this year and then the Main Street lift next year. Neil is going to try and find another quote.
- Meter training for Easton and Ace. As part of their Apprentice lineman training, a meter training class is required. There will be one held in Marshall this February. The cost of the class is \$655 per employee and then with rooms and meals the total cost for each one would be around \$1100. Motion by Commissioner Karlgaard to approve the expenditures for Eason and Ace to attend the meter training school. Seconded by Commissioner Kaufman and carried unanimously.
- Neil has submitted his official resignation letter to the Commission with May 29, 2026, as being his last day. Motion by Commissioner Karlgaard to accept his resignation with regret.

Seconded by Commissioner Kaufman and carried unanimously. Neil has mentioned interest in staying on as a Commissioner once he is done as Director of Public Services. Dennis Larson would like to step down at that point.

- Jim Enga will be giving a presentation on AMI and also load management ` at the next meeting.

Commission Comments. Nothing.

Commissioner Kaufman moved to adjourn at 2:48 p.m. Seconded by Commissioner Karlgaard and carried unanimously.

Hope Karlgaard, Secretary/Treasurer
Breckenridge Public Utilities Commission