

Pursuant to due call and proper notice thereof, a meeting of the Breckenridge Public Utilities Commission was held on Monday, February 5, 2024, at 2:00pm, at City Hall – Council Chambers.

Present: Commissioners, Martinson, Larson, Karlgaard, Graves and Summerville

Absent:

Others Present: Director of Public Services Crocker, Finance Officer Johnson and Daily News James Vissers

Approval of Agenda

The agenda was approved as printed.

Approval of Minutes

Commissioner Martinson offered a motion to approve the minutes from the regular meeting of Monday, January 22, 2024. The motion was seconded by Commissioner Summerville and carried unanimously.

City Officials

None.

Utility Management.

Bills and Claims

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

02-05-24 Utilities		
Auto Creation & Signs	Logo on 2020 Ford- Water	\$ 86.00
Bold Print	Perforated Paper- Util	587.60
Border States Electric Supply	Inventory- Electric	3,042.12
Breckenridge Port Authority	Cold Storage Rent- Util	1,000.00
Breckenridge Public Utilities	Lift Station- Electricity	1,280.20
Dakota Supply Group	Inventory- Electric	243.35
Easton Gravelle	Meals and Miles- Schooling- Gravelle	233.00
EconoFoods-Breck	UPS- Electric	56.64
James Finkral	Safety Boots Reimbursement- Finkral	165.00
Lillegard, Inc.	Oil Filtler- Skidsteer- Electric	29.02
Missouri River Energy Ser	St Mary's School Kit- Electric	220.97
MN Dept. of Natural Resources	Water Plant Use Fees- Water	1,098.72
MN Dept. of Public Safety	Hazardous Storage Fee- Water	100.00
My Campus Day	Ads High School- Electric	828.00
ND Sewage Pump & Lift Sta	Lift #3 & #1 Calibration- Sewer	862.50
RMB Environmental Lab, Inc.	Samples- Water	26.13
Stuart C. Irby Company	Inventory- Electric	10,428.44
T & R Service	KVA Sampling- Electric	90.00
Toshiba America Bus Solutions	Newsletter Copies	98.73
Wesco Distributing, Inc.	Elbows- Electric	1,722.14
		\$ 22,198.56

601 Electric

17,872.46

602 Serwer	2,371.47
603 Water	1,954.63
Total	22,198.56

Crew Updates

Electric: Director of Public Services Crocker informed the Commission the electrical department is working on setting up new load management systems on 16th street, tree trimming and working on street light replacement work orders.

Water/Wastewater: The water/sewer is training the new hire, James Finkral. Jeff, MiKayla and James will be doing training for their CDL licenses, along with completing work orders as requested.

Director of Public Services- Truck Quotes

Director of Public Services provided the following quotes to upgrade and put his current truck into the fleet lineup.

Dakota Chrysler, 2019 Ram 1500	\$30,694.00
Vision Ford 2019 Ford F150	\$33,995.00
Smith Motors 2019 Chevy 1500	\$30,990.00

Commissioner Summerville offered a motion to recommend to City Council the \$30,694.00 for the Director of Public Services. The motion was seconded by Commissioner Karlgaard and carried unanimously.

2024 West Central Community Action- Energy Conservation Funding

Director of Public Services Crocker informed the Utility Commission West Central Community Action (WCCA) had requested funds for their low-income housing program as they have in the past. Director of Public Services Crocker proposed the Utility Commission provide the proposal of \$3,400.00 as allowed by MRES Bright Energy Solutions. Commissioner Karlgaard offered a motion to approve the \$3400.00 to WCCA for low-income residential needs. The motion was seconded by Commissioner Summerville and carried unanimously.

LEERDS Phase 3

Director of Public Services provided the Utility Commission with the breakout of Phase three of LEERDs through DNR. This would complete the New York Avenue project and allow the levy system to be certified. With that the median income of the City of Breckenridge went up and so we are to pay \$285,000 (at this time coming from emergency reserves) before the LEERDs reimbursement kicks in. Director of Public Service was provided by Mike Bassignwaite a \$132,000 estimate for the waterline and hydrants to be connected. About 50% of the 132,00 should come back in assessments after the project is paid for. Commissioner Karlgaard offered a motion to approve the \$132,000 to connect waterline with hydrants and service connections. The motion was seconded by Commissioner Summerville and carried unanimously.

Utilities at Northport

The new Northport addition will need a switch, electric and transformer with potentially three or four phases. Sewer, storm, water and electrical will need to be put in. BPU will do the power but the water, storm and sewer will need to be contracted out. Director of Public Services shared it will cost approximately \$30,000 for engineering services of the project. Storm Water, Sewer and Water can be assessed for this project, but electrical cannot be assessed. This was information only.

Wage Study for the Electrical Department

Utilities Commissioner Larson moved to close the meeting at 2:53pm to allow the City Administrator Conway to discuss her findings and background of the wage study as in accordance with Minnesota Statute 13D.05, subd. 3(c). Seconded by Utilities Commissioner Summerville and carried unanimously.

After discussion of performance and wage concerns of an employee Commissioner Summerville moved to open the meeting at 3:35pm. Seconded by Commissioner Larson and carried unanimously.

M&M Construction Bill

Director of Public Services Crocker shared an invoice sent by M & M Contractors regarding work done during the summer 2023. The topic of paying partial or all of the bill was discussed. It was noted that Finance Officer Johnson called M & M Construction today as she received the new statement with lates fees as her previous calls and messages had not been answered. She was able to talk to Mr. Miranowski and gave his call to Director of Public Services to discuss the bill in detail and he shared with the Utility Commission M & M would like the bill paid. Commissioner Karlgaard offered a motion to look at our costs to pay if BPU employees had done the work with holiday pay, equipment and materials and then revisit the discussion at the next meeting. The motion was seconded by Commissioner Graves and carried unanimously.

Other

None.

Financials

January 31, 2024, financial statements reviewed; no action necessary.

Commission Comments

None.

There being no further business, Commissioner Graves offered a motion to adjourn the meeting at 4:07p.m. The motion was seconded by Commissioner Martinson and carried unanimously.

Russell Graves, Secretary/Treasurer
Breckenridge Public Utilities Commission