

Pursuant to due call and proper notice thereof, a meeting of the Breckenridge Public Utilities Commission was held on Monday, January 11, 2021, 2:00 PM, via tele-Conference.

Members Present: Commissioners Larson, Rakow, Graves, Martinson, Summerville

Others Present: Dir. of Public Services Crocker, Finance Officer Christensen, City Administrator Smith,

The Agenda was approved as printed.

Approval of Minutes

Commissioner Martinson offered a motion to approve the minutes from the regular meeting of December 21, 2020. The motion was seconded by Commissioner Rakow. Roll call vote: Graves-yes, Rakow-yes, Martinson-yes, Summerville-yes, Larson-yes. Motion carried unanimously.

City Officials

City Administrator had nothing to report to the Utility Commissioners at this time.

UTILITY MANAGEMENT

Bills and Claims

Commissioner Rakow offered a motion to approve the following Bills and Claims. The motion was seconded by Commissioner Summerville. Roll call vote: Graves-yes, Rakow-yes, Martinson-yes, Summerville-yes, Larson-yes. Motion carried unanimously.

	31-Dec-20	
Border States Electric	LED Street Light Fixtures	\$ 1,724.54
Breck Public Utilities	Lift Station Electricity	1,121.71
Hawkins Water Treatment	Polymer - Water Plant	1,462.25
Verizon Wireless	Cell Phones, Tablet, Etc.	168.09
Quill	Name Plate - Director	9.49
DPC Industries	Chlorine - Water Plant	653.55
Farm City Supply	Fasteners, Barrel	130.96
Summerville Electric	Lamp, Water Plant Work	188.63
Summerville Electric	Shop Overhead Door Wiring	2,125.00
		\$ 7,584.22

601 Electric -	\$ 2,587.92
602 Sewer -	1,886.07
603 Water -	3,110.23
TOTAL -	\$ 7,584.22

11-Jan-21

Postmaster	Permit #51 - Utility Bills	\$ 240.00
Coalition of Greater MN Cities`	2021 Sewer Assessment	825.00
Fergus Falls Daily Journal	Ad-Water/Wastewater Position	113.00
Daily News	Ads-Water/Wastewater Position	467.76
KBMW	Electric Ads	186.00

Lloyd's 75 Service	Power Steering Hose, Rep-Neil's	421.03
Midco	LM/Internet-Util Shop	93.55
Gopher State One-Call	Locates	9.45
Blazer Express	Fuel - Electric	192.86
Omni-Pro Software, Inc.	2021 LM Software License/Support	3,136.00
Tyler Technologies	2021 Computer Program Maint.	8,506.74
MN Pollution Control Agency	Wastewater Sch Regist-Kugler	315.00
Core & Main	Hydrant, Valves - No 7th & MN Ave	10,267.29

\$24,773.68

601 Electric -	\$ 6,945.02
602 Sewer -	4,355.41
603 Water -	13,473.25
TOTAL - \$	24,773.68

Crew Updates

Electric: Crew has been doing general maintenance, meter reading, tree trimming, replacing a pole, etc. The small bucket truck is in Watertown, SD for repairs.

Water/Wastewater: Crew has been doing general maintenance and repairs on system, reading meters, hauling sludge, etc. Director Crocker stated that rock has been hauled to the lagoon for rip-rap. Commissioners were informed that Pipe Detectives will be in town tomorrow, January 12, 2021 to televise sewer line by the Wilkin Bar to Eric Greenquist building. Will keen members informed.

Miscellaneous Updates

Lagoon Permit: Director Crocker informed members that we have received the Draft Permit. We have a 30 day review window. Director Crocker will be meeting with Daniel Marks, MESERB, to review. Commissioners were requested to bring to Director Crocker any questions or comments.

Water/Wastewater Position: The Personnel Committee has met and ranked the candidates. Director Crocker stated that 3 will be interviewed on January 21, 2021. Director Crocker will update members after interviews.

Other: There were no other updates.

Quotes – Crimper Kit/Press – Electric Department

The following quotes were received for the purchase of a Crimper Kit/Press:

Border States Electric	\$1,983.10
Irby	\$1,995.00

A lot of the work that is being done for underground work we are using manual crimper. Would like to upgrade to a hydraulic crimper. Director Crocker recommended that the Border States Electric Quote be accepted.

Commissioner Summerville offered a motion to accept the quote from Border States Electric in the amount of \$1,983.10. The motion was seconded by Commissioner Martinson. Roll call vote: Graves-yes, Rakow-yes, Martinson-yes, Summerville-yes, Larson-yes. Motion carried.

November 30, 2020 Financial Statements

November 30, 2020 financial statements were reviewed. There was no formal action taken.

Other

Advertising – Daily News Profile 2021: Director Crocker stated that the Daily News is once again putting out their Profile 2021 Publishing. Director Crocker recommended that the Utility take out a quarter page ad promoting Utility Rebates, etc. at a cost of \$385.00. Commissioner Rakow offered a motion to take out a quarter page ad promoting Utility Rebates. The motion was seconded by Commissioner Martinson. Roll call vote: Graves-yes, Rakow-yes, Martinson-yes, Summerville-yes, Larson-yes. Motion carried.

Commission Comments

Commissioner Martinson discussed MRES scholarships that are available to seniors in Breckenridge. Director Crocker stated that this information is sent to the school for them to distribute.

Commissioner Summerville asked if Electric Car Chargers being installed in Breckenridge has been discussed in the past. Director Crocker informed Commissioners that this has been discussed but no action taken. Director Crocker will do more research on this and bring back to the Commission.

There being no further business Commissioner Rakow offered a motion to adjourn at 2:31 PM. The motion was seconded by Commissioner Graves and carried unanimously.