

Pursuant to due call and proper notice thereof, a meeting of the Breckenridge Public Utilities Commission was held on Monday, February 7, 2022, 2:00 PM, at City Hall – Council Chambers.

Members Present: Commissioners Martinson, Graves, Larson, Summerville

Others Present: Finance Officer Christensen, Director of Public Service Crocker, City Administrator Smith

Agenda was approved as printed.

Approval of Minutes

Commissioner Graves offered a motion to approve the minutes from the regular meeting of January 10, 2022. The motion was seconded by Commissioner Martinson carried unanimously.

City Officials

City Administrator Smith had nothing to report to the Commission at this time.

UTILITY MANAGEMENT

Bills and Claims

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

Albertson's Parts City Auto Parts	Blinker Bulb - Pickup	\$ 6.16
Border States Electric Supply	Electric Supplies	225.65
Breckenridge Port Authority	Cold Storage Rent-PU	600.00
Breckenridge Public Utilities	Lift Station Electricity	1,254.59
Brian Wika	Safety Boot Reimbursement	200.00
Daily News	Ads - Open Commissioner Position	240.80
Dakota Supply Group	Innerduct, Fuses - Electric	11,316.65
Digital Guru	Replacement Battery-Laptop-Elec	74.99
Disposal Services, Inc.	Sludge Disposal	3,058.33
Farm City Supply	Slaker Repair Parts, Misc. - PU	317.72
Gopher State One-Call	Locate - Util	1.35
Jim's Shoe Repair	Zipper Repair-Wika - Elec	15.00
KBMW	Electric Advertising	221.00
Midco	LM/Internet - Utility Shop	88.55
RMB Environmental	Water Bacteria Testing	80.00
State of Minnesota	EPCRA Reporting Fee	100.00
Summerville Electric, Inc	Switch Repairs - Water Plant	602.99
Verizon Wireless	Util Cell Phones	116.80
Wahp/Breck Chamber of Comm	Chamber Dues - Utility	360.00
Waste Mgmt Of WI-MN	Garbage PU	227.23
Wesco Distributing, Inc.	Elbows, Misc. - Electric	2,273.05

		\$ 21,380.86
601 Electric	\$15,465.09	
602 Sewer	1,293.52	
603 Water	4,622.25	
TOTAL - \$ 21,380.86		

Crew Updates

Electric: Crew has been working on mapping, general maintenance, tree trimming, meter reading, along with helping with snow removal.

Water/Wastewater: Crew has been doing general maintenance and repairs on system, taking samples, hauling sludge, meter reading, along with helping with snow removal.

Engineering Services – Minn-Kota Ag Products Infrastructure

Commissioners reviewed a Resolution that would designate the Infrastructure Improvements for Minn-Kota Ag Products a City Project and would give authorization to go out for Engineering Services regarding the needed infrastructure. Commissioner Graves offered a motion to recommend to the City Council to approve Resolution making the Minn-Kota Ag Products Infrastructure Improvements a City Project. The motion was seconded by Commissioner Martinson and carried unanimously.

Front Desk – Computer Pricing

Commissioners reviewed the following quotes for a new Computer for taking in Utility Payments at the front window:

Digital Guru	\$ 599.99
Amazon	699.99
Digital Guru	949.99

It was recommended that the low quote be accepted. Commissioner Martinson offered a motion to purchase front Desk Computer from Digital Guru in the amount of \$599.99. The motion was seconded by Commissioner Summerville and carried unanimously.

Energy Conservation Required Expenses

Director of Public Services Crocker informed Commission members that the Utility needs to spend approximately \$3,163.00 on Energy Conservation. This money needs to be used to assist low income families in Breckenridge. Areas would include insulating, air sealing, water heater replacement, DWH Pipe and tank wrap, etc. In the past the Utility has worked with West Central MN Community Action to fulfil this obligation. Commissioner Graves offered a motion to once again work with West Central MN Action regarding Energy Conservation Funding. The motion was seconded by Commissioner Summerville and carried unanimously.

AMI/AMR Metering Discussion

Director Crocker discussed with Commissioners the differences between AMI versus AMR, costs associated with the systems, etc. Director Crocker will get the numbers put together and present to the Commission at the next regular meeting.

Other/Commission Comments

City Administrator Smith informed Commissioners that she has been working with Director Crocker regarding requesting that the cost associated with the demolition of the old Water Treatment Plant get put on the Project Priority List. Information only.

MRES is coordinating a joint purchase of a children's book "If I Were a Lineworker". These books would promote the importance of lineworkers in our schools. The maximum cost per book would be \$6.00. The amount that MRES would end up ordering would affect the cost per book. Commissioner Martinson made a motion to purchase 50 of the above mentioned book. The motion was seconded by Commissioner Summerville and carried unanimously.

Commissioner reviewed a letter received by Hope Karlgaard regarding her interest in serving on the Breckenridge Public Utilities Commission. Commissioner Graves offered a motion to recommend to the City Council that Hope Karlgaard be appointed. The motion was seconded by Commissioner Martinson and carried unanimously.

Commission Comments

There were no other comments.

There being no further business Commissioner Martinson offered a motion to adjourn at 2:55 PM. The motion was seconded by Commissioner Summerville and carried unanimously.