

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

Present: Commissioner Larson, Graves, Martinson, Karlgaard, Summerville

Others Present: Director of Public Services Crocker, Finance Officer Johnson

Approval of Agenda

The Agenda was approved as printed.

Approval of Minutes

Commissioner Karlgaard offered a motion to approve the minutes from the regular meeting of June 20, 2022. The motion was seconded by Commissioner Martinson and carried unanimously.

City Officials

There was nothing to report from City Officials.

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.

Albertson's Parts City Auto P	Toggle Switch	\$ 25.18
Blazer Express, Inc.	Fuel - Util	1,074.64
Border States Electric Supply	Electric Supplies	231.81
Comstock Construction	Water Service Repair - Wawers	1,675.10
Dakota Supply Group	Fuses, Elbows, Water Supplies	3,452.53
EconoFoods-Breck	Cof, Misc. - Utility	44.60
Farmers Union Oil Co.	Fuel - Utility	902.53
Gopher State One-Call	Locates	56.70
Great Plains Natural Gas	Nat Gas - Util	173.50
Hawkins, Inc.	Chemicals - Water Plant	1,157.63
Holcim - MWR, Inc.	Black Dirt - Electric	286.46
James Weatherstone	Safety Boot Reimbursement	200.00
KBMW	Electric Advertising	221.00
Lloyd's 75 Service	Repairs - Neil's Pickup	48.60
Midcontinent Communications	Internet - Water Plant, Util Shop	209.11
Missouri River Energy Ser	Misc scanning, oil samples	2,730.50
Missouri River Energy Service	MRES Bill	172,219.01
MN Municipal Util. Assn.	2022 July-Sept Safety - Utility	3,157.50
OK Tire Store - Wahpeton	Trailer Repairs - Util	299.57
Red River Communications	Phone Lines - Util	98.78
RESCO	Wire - Electric	2,586.38
RMB Environmental Lab, Inc.	Lagoon Sample Testing	268.57
Summerville Electric, Inc	Photo Control Eye	35.01
Waste Mgmt Of WI-MN	Garbage PU	453.87
Wesco Distributing, Inc.	Supplies - Electric	497.77

\$ 192,106.35

601 Electric \$184,972.23
602 Sewer 619.97
603 Water 6,514.15

TOTAL - \$192,106.35

Crew Updates

Electric: Crew has been leveling transformers and getting prepped to install new underground to the Wells. They have also been reading meters, working on mapping, etc.

Water/Wastewater: Crew is jetting sewers, flush hydrants and continuing to work at the pool. They have also been reading meters, sending in lagoon pond samples, etc.

Crew is calling locates to dig up sprinkler system at Jefferson Park.

Also discussion on Hawkins delay of getting chemicals due to possible shortage of help and product.

Trench Box Quotes/Grant Information

Excavator arrived earlier than anticipated, in turn there is a need to get a trench box to be OSHA compliant. The following two quotes were provided:

Iron Lot LLC \$7085.00

Gary Carlson Equipment Co. \$7420.30.

Director of Public Service Crocker recommended Iron Lot LLC, as Keith with MMA is filling out application for a grant that would provide cost sharing to cover 50% of the cost. Commissioner Graves offered a motion to accept Iron Lot LLC quote. The motioned was seconded by Commissioner Martinson and carried unanimously.

Miscellaneous Updates

Energy Emergency Preparedness Plan Update: Director of Public Service Crocker stated that there are two subcommittees (Business and Residential) to provide a plan to update if a potential power shortage/ outage comes. MISO & MRES will put out the alert first to Ottertail Power and then to the city of Breckenridge.

Subcommittee meetings concluded there will be letters and notices sent out with the next utility bill to share how to enact a plan. Billing Clerk Gefre is also updating the city website and Facebook on steps to follow if there is a power shortage alert.

Sump Pump Policy Update

Discussion on the amended Sump Pump Policy. It was a consensus of the commission that the City Attorney will review the policy and it will be shared for final approval at next Public Utilities Commission meeting.

Other

- Water conservation plan was discussed. Director of Public Service Crocker shared there is a plan in place if needed. Same steps were to be followed as the Emergency Preparedness Plan with Billing Clerk Gefre updating website and Facebook.
- MVM Contract update provided by Director of Public Service Crocker. No formal action taken
- Load Management System was discussed as system is failing. Jim Inga, Omni Pro shared there are corrupt files on the computer. Director of Public Service Crocker recommended a new system with relocation of the computer, new coax, and moving antenna to City Hall. More discussion on the Load management system in upcoming meetings. This matter was tabled until next meeting.

Commission Comments

There were no Commission comments.

There being no further business Commissioner Graves offered a motion to adjourn the meeting at 2:49 PM. The motion was seconded by Commissioner Martinson and carried unanimously.