

Pursuant to due and proper notice there of a meeting of the Breckenridge Public Utilities Commission was held on Monday, July 21, 2025, at 2:04 p.m. at City Hall – Council Chambers.

Members Present: Commissioners Dennis Larson, Nathan Summerville, and Tom Seliski.

Absent: Commissioners Hope Karlgaard, and Paul Kaufman

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

Approval of Agenda. Motion by Commissioner Seliski to approve the agenda with the replacement of Item 6 from Electric Department staffing to Disconnect Rule Policy. Seconded by Commissioner Summerville and carried unanimously.

Approval of Minutes. Commissioner Seliski moved to approve the minutes from the June 16, 2025, meeting. Seconded by Commissioner Summerville and carried unanimously.

Tech Days Request – Lori Gefre. Lori Gefre would like to attend the Tech Days conference in Sioux Falls, SD that is put on by MRES. She has been going to this every year and always seems to come back with some new valuable information. Commissioner Summerville moved to approve Lori Gefre to register for the Tech Days conference on September 24 and 25<sup>th</sup>. Seconded by Commissioner Seliski and carried unanimously.

City Officials – There was nothing to report on from City Officials.

#### Utility Management

*Bills and Claims.* Commissioner Seliski offered a motion to approve the following Bills and Claims. Seconded by Commissioner Summerville and carried unanimously.

Albertson's Parts City Auto Parts	Oil, rainex - Water	\$ 193.39
Blazer Express, Inc.	Fuel	574.33
Border States Electric Supply	Crossarm/fuse holder, lights, seal	3,300.07
Core & Main	Water shutoff parts - Water	248.52
Dakota Mailing & Shipping, Inc.	Ink for Postage machine	98.72
EconoFoods-Wahpeton	Coffee , distilled water	66.10
Farm City Supply	Broom (pool), gloves, vest, pvc	550.83
Fastenal Company	Electric splits - Elec	21.80
Great Plains Natural Gas	Natural Gas - Wtr plant	154.68
Hawkins, Inc.	Chemicals - Wtr plant	3,063.19
Midcontinent Communications	Internet - Wtr plant/PU shop	206.58
Missouri River Energy Ser	MRES Bill	178,180.02
MN Pollution Control Agency	2025 Lagoon permit	1,450.00
Red River Communications	Phone Lines - Util	81.94
RMB Environmental Lab, Inc.	Lagoon testing - Sewer	413.83
Tyler Technologies-Incode	Utility notification fees	6.40
Wallner Excavating	Dirt	413.33
Wally's Plumbing Services, LLC	Drain repairs - Wtr plant	300.00
Waste Mgmt Of WI-MN	Garbage - PU Shop/Water plant	536.09

Wesco Distributing, Inc.	Connectors - Elec	1,132.72
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601 Electric   \$ 183,626.94  
602 Sewer       1,924.04  
603 Water       5,441.56

TOTAL -       \$190,992.54

#### *Crew Updates:*

##### Electric:

- Director Crocker informed members that the electric crews are continuing with the underground project.
- There is an apprentice lineman overhead training in September at Marshall, MN that will be put on by MMUA. It is a mandatory training for all apprentices. MMUA does all of their lineman testing/books right now. Easton and Ace would attend. The board would like to know the cost before they approve registering them.

##### Water

- Director Crocker informed the members that the water crews are finishing up on jetting and will start with flushing hydrants and valve exercising. There was a question if the residents will be notified as one of the members got rust in their water the last time this was done and ruined some clothes. Lori G will be putting something out on social media.

Disconnect/Reconnect Policy. Neil modified the Disconnect Policy that has been in effect since 2013. He would like to have the commissioners look over the policy and give Neil their feedback so he can do another draft. Right now, it is not strict enough and customers just pay the late fees or even let their services be disconnected and pay the reconnect fee. The changes would make it stricter and more expensive for customers pay late, write NSF's, or not call and make arrangements.

#### Other Comments.

*Lead Line Project.* The master agreement has been signed but the funding has not come in yet. The three contractors each have 13 homes assigned to them that need the replacement work done. The three contractors are: Comstock Construction, Wright Plumbing and Heating, and Wallner Excavating. Hopefully they will be starting a few weeks. A new engineering firm will be used as Brian Hiles has switched companies and since he started the work, it made sense to stay with him. He now works for ISG.

*Water Plant Substation.* Neil and crew have been trying to find out what is wrong with the substation and they have it narrowed down to a reclosure being non-functional. The other one is not working very well either. He has ordered two 10 foot 24-pin cables which are each going to cost \$2600. They will take 16 weeks to get here though.

The control boxes in the three substations are out of date as well. They run on a floppy disc which probably can't get any data from. There are 14 control boxes and each one is around \$28,000 a piece. The long term would be to replace all of them of the same brand as now there are three different brands of them. Neil will come up with a replacement proposal for this fall when he does the budget.

Commission Comments. There were no comments.

Commissioner Summerville moved to adjourn at 2:42 p.m. Seconded by Commissioner Seliski and carried unanimously.

Hope Karlgaard, Secretary/Treasurer  
Breckenridge Public Utilities Commission