

Pursuant to due call and proper notice thereof, a meeting of the Breckenridge Public Utilities Commission was held on Monday, November 20<sup>th</sup> at 2:05pm, at City Hall – Council Chambers.

Present: Commissioners Larson, Martinson, Summerville and Karlgaard

Absent: Commissioner Graves

Others Present: Director of Public Services Crocker, Finance Officer Johnson, and City Administrator Conway

**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 Monday, November 14, 2023. The motion was seconded by Commissioner Karlgaard and carried unanimously.

**City Officials**

None

**Utility Management**

**Bills and Claims**

Commissioner Martinson offered a motion to approve the following Bills and Claims with a change to omit bill Utilities of the amount \$11,487.74 as that bill is a City of Breckenridge bill not a Breckenridge Public Utilities bill. The motion was seconded by Commissioner Graves and carried unanimously.

Bills and Claims- Utilities- 11/20/2023		
Disposal Services, Inc.	Sludge Disposal	\$ 3,058.33
Farmers Union Oil Co.	Fuel, Nuts, Hose, Misc- Util	1,842.13
Gopher State One-Call	Locates	102.60
Hawkins, Inc.	Chemicals- W Plant	3,532.28
Missouri River Energy Ser	MRES Bill	122,333.53
Quill Corporation	Stamps, Stamper- PU	61.16
RMB Environmental Lab, Inc.	Pond Samples- PU	185.14
Summerville Electric, Inc	St. Mary's Switchover- PU	7,170.70
		\$ 138,285.87

601 Electric \$130,548.53  
602 Sewer 239.72  
603 Water 7,497.62  
**TOTAL: \$138,285.87**

**Crew Updates**

**Electric:** Director of Public Services Crocker informed the Commission the electrical department is still working on Twito Substation Circuit C and have about 75% of the circuits switched over with power to Twito C. They are just about finished putting up the outdoor Christmas decorations and they are also doing other work orders.

**Water/Wastewater:** The water/sewer will be reading meters this week, they have finished releasing for the second time from the new primary pond and discharging from the old pond and sending in samples, cleaning out ditches for better drainage, working on service orders as well as finishing sump pump switchovers.

### **Mayor- Marketing of the City with BEK News**

Mayor Russ Wilson informed the Public Utilities Commission he had recently met with a reporter from BEK News as they are doing a special series called "My Hometown" and have interest in including the City of Breckenridge. With the series cities can purchase ads that are created with members of the community and aired on the Red River Network with cost amounts of \$1,500, \$500 or \$300 and asked if the Utilities Commission would be interested in contributing to it. Commissioner Summerville asked if an ad was purchased could the City and Or Commission receive the footage if paid for and Mayor Willson confirmed it would be allowed. Mayor Russ Wilson was going to forward the materials BEK News had sent him. After Mayor Wilson left the Commission came back to the topic to discuss further. Commissioner Karlgaard offered a motion to approve the \$1,500 ad sponsorship. The motion was seconded by Commissioner Summerville and carried unanimously.

### **2024 Chemical Quotes**

Finance Officer Johnson provided the 2024 quotes to the Utilities Commission. With the size of our utilities company quotes are hard to get from large corporations as it doesn't fit to sell in small quantities. Hawkins Water Treatment has been buying out a few competitors we currently had so we are not getting competitive quotes for both those reasons. The commission approved the Chemical quotes with clarification as pointed out from Commissioner Martinson in regards to the Lime. Finance Officer had Graymont LLC with the highlighted quote but the amount per ton did not correlate to numbers provided. That will be brought back to the next meeting.

### **2024 Utilities Budget**

Finance Officer Christensen reviewed the 2024 Utilities Budget with the Commission. Discussion was held around the cost of purchasing power to use the calculations provided by MRES or use what the Commission has currently budgeted as it has more wiggle room. Commissioner Karlgaard offered a motion to approve 2024 Budget with the change to use the Utilities Commission budget previously and not MRES numbers. The motion was seconded by Commissioner Martinson and carried unanimously.

### **MRES RATE Increase/Rate Study**

Finance Officer Johnson shared some handouts with the Commission in regards to possible electrical rate increases. She and Director of Public Services Crocker were able to get rate schedules from three communities and one power company in the area. One handout showed how Breckenridge Public Utilities compares to the others in terms of lowest cost, middle of the road cost and high-end cost. The group saw we are currently on the lower end for almost all the electric rates from meter service charges to kWh rates. As the Commission learned at the previous meeting MRES will be doing a 2.5% increase January 1, 2024 with rate increases from 2025 to 2028 at projected 5% annually. Discussion was held around a meter rate increases as those numbers were provided and also discussed just kWh increases and or both. Finance Officer Johnson will bring back what potential \$.05 cent \$.10 cent kWh increases to show revenue over expenditures and the Commission will vote to approve an increase after that is provided and discussed. This matter was tabled until that time.

### **Other**

None

### **Commission Comments**

None.

There being no further business, Commissioner Martinson offered a motion to adjourn the meeting at 3:32p.m. The motion was seconded by Commissioner Graves and carried unanimously.

Russell Graves, Secretary/Treasurer  
Breckenridge Public Utilities Commission