

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

Present: Commissioners Martinson, Summerville, Karlgaard, Graves and Larson

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 Martinson offered a motion to approve the minutes from the regular meeting of Monday, August 7, 2023. The motion was seconded by Commissioner Graves and carried unanimously.

City Officials

City Administrator Conway provided some history and numbers to the Public Utilities Commission. Currently and as far back as 2015 of the amount of \$225,000 had been transferred to the city from the Utilities. City Administrator Conway asked for a 3% (\$6,200.00) increase for next year’s transfer to make the total transferred to the City be \$231,200.00 as she shared the current cost of living, utilities, rent, etc. is not practicable with the current dollar amount. Discussion was carried out around how many years the Utilities has given the \$225,000 as well as the support Public Utilities provides the Public Works, etc. The matter was tabled until the next meeting with further information can be provided.

Utility Management

Bills and Claims

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

Bills and Claims 08-07-23 Util		
Breckenridge Port Authority	Cold Storage Rent-PU	1,000.00
Breckenridge Public Utilities	Lift Station- Electricity	786.44
Core & Main	Inventory- Water	659.96
Dakota Mailing & Shipping	Sorter Fees	92.26
Graymont (WI) LLC	Lime- Water Plant	6,007.81
KBMW	Electric Advertising	227.50
Landmark Nursery Retail	Green- Bench & Trees- Misc	409.75
Lillegard, Inc.	Mini Excavator Repairs- PU	607.40
Machine Design, Inc.	Tubing- Lift Station- Park- Sewer	163.99
MESERB	MESERB 2023 Con. Reg- Crocker	150.00
Midcontinent Commu	LM/Int- Util	113.97
Quill Corporation	Meter Tags- Electric	15.59
Red River Grain Company	Lagoon Chemicals	208.93
RMB Environmental Lab, Inc.	Lagoon Sample Testing	76.23
Stuart C. Irby Company	Invent. - Electric, Rubber Goods Testing	953.99
Summerville Electric, Inc	Lift Station- W Plant Util Shop Repairs	1,815.76
Todd's Welding Shop	Sludge Truck Repairs- Water	485.12
Toshiba	Newsletter Copies	144.81
Valley FAB and Repair, Inc.	Argon Gas- Water	94.08
Vessco	LMI Pump- W Plant	1,366.85

Vision Ford	02 F350 Repairs- PU	214.85
Waste Mgmt Of WI-MN	Garbage- PU	487.92
		\$ 16,083.21

601 Electric \$ 2,365.17
602 Sewer 2,036.07
603 Water 11,681.97
TOTAL: \$16,083.21

Crew Updates

Electric: Director of Public Services Crocker informed the Commission the electrical department is still working on Twito Substation Circuit C as Scott’s Electric is about halfway done and they are also doing locates and other work orders.

Water/Wastewater: The water/sewer crew has been sending in lagoon pond samples along with fluoride samples, they have also been working on the lead line identification project.

Well Pump Improvement Bids

Director of Public Services Neil Crocker shared with the commission provided information on the three water meter types he’d like to purchase for Public Utilities, and he noted that the Water Department has used Core & Main for some time now and so the quotes provided were as followed:

50	Iperl 5/8 x ¾’ 3 W PE 1G SM 7WHL Meters	\$ 174.61/meter= \$8,730.50
1	Omni+3 T2 IG Meter	\$ 1,570.00
1	Omni+4 T2 1000G Meter	\$ 3,070.00
	Total:	\$13,370.50

Commissioner Graves offered a motion to purchase the 50 Iperl meters along with one 3-inch and one 4-inch meter for the total cost of \$13,370.50. The motion was seconded by Commissioner Karlgaard and carried unanimously.

MESERB Membership

Director of Public Services Crocker shared with the Utility Commission the annual MESERB Joint Powers Membership for 2023-2024 as they provide legal services for wastewater. They charge \$1.00 per account, and we currently have 1,333 so the total cost of the membership is \$1,333.00.

Commissioner Karlgaard offered a motion to approve the membership at \$1,333 for the fiscal years of 2023-2024. The motion was seconded by Commissioner Martinson and carried unanimously.

Financials

June 2023 financial statements were reviewed.

Other

None.

Commission Comments

None.

There being no further business, Commissioner Graves offered a motion to adjourn the meeting at 2:32p.m. The motion was seconded by Commissioner Summerville and carried unanimously.

Russell Graves, Secretary/Treasurer
Breckenridge Public Utilities Commission