

Pursuant to due call and proper notice thereof, a meeting of the Breckenridge Public Utilities Commission was held on Monday, April 17th 2:00 PM, at City Hall – Council Chambers.

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

Absent:

Others Present: Director of Public Services Crocker, Finance Officer Johnson, 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, March 20th. The motion was seconded by Commissioner Karlgaard and carried unanimously.

City Officials

No updates from the 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 Summerville and carried unanimously.

Bills and Claims- Util 04/17/23		
Albertson's Parts City Auto Parts	Oil- Trencher, Oil- Ranger- Util	\$ 112.38
Amaril Uniform Company	FR Clothing- Electric	806.25
Blazer Express, Inc.	Gas- Util	675.29
Border States Electric Supply	Inventory- Electric	5,186.95
Colonial Enterprises, Inc.	Power Snake- Water Plant	100.00
Core & Main	Water Hydrant, Valve- Water	2,880.01
EconoFoods-Breck	Coffee, TP- Util	77.99
Ethanol Products, LLC	CO2 - Water Plant	8,991.36
Great Plains Natural Gas	Nat Gas- Util	178.71
Hawkins, Inc.	Chemicals- Water Plant	3,268.00
KBMW	March- Electric Advertsing	245.00
Lloyd's 75 Service	1997 Ford Repairs - Water	253.93
Midcontinent Communications	Int- W Plant	109.72
Missouri River Energy Ser	MRES Bill	163,126.01
MN Municipal Util. Assn.	2023 April- June Safety, Electric Training- Util	2,695.35
ND Sewage Pump & Lift Sta	Annual Service Contract Work- Lift Stations	1,325.00
Red River Communications	Phone Lines - Util	98.66
RMB Environmental Lab, Inc.	Lagoon Sample Testing	217.80
Stuart C. Irby Company	Tool Repair- Electric	326.50
Three Rivers Decorating	Carpet Tiles- Util Shop	10.50
Titan Machinery	Cylinder, filter- Trencher- Electric	76.50
USA BlueBook	Chemical Supplies- Water Plant	1,266.54

Valley FAB and Repair, Inc.	Materials- Shop Remodel- Util/ Bucket Truck- Elect	270.49
Vessco, Inc.	Pumphead- Water Plant	4,608.51
Vision Ford	#13 Repairs- Electric	3,458.01
Waste Mgmt Of WI-MN	Garbage Service- PU	29.50
West Central MN Comm Action	Energy Conservation Funding-2023	3,200.00

\$ 203,594.96

601 Electric \$178,470.07
602 Sewer \$ 1,626.84
603 Water \$ 23,498.05
Total: **\$203,594.96**

Crew Updates

Electric: Director of Public Service Crocker informed the Commission the electrical department is reading meters, checking underground boxes, straightening poles as needed and doing turn on and turn offs along with other work orders.

Water/Wastewater: Crew has been sending in lagoon pond samples along with fluoride samples as well as reading meters, working on lead line identifications as well as doing sump pump switch ons.

2023 West Central Community Action- Energy Conservation Funding

Director of Public Services Crocker informed the Utility Commission West Central Community Action (WCCA) had requested funds for their program as they have in the past. Director of Public Services Crocker proposed the Utility Commission provide the proposal of \$3200.00 as allowed by MRES Bright Energy Solutions. Commissioner Martinson offered a motion to approve the \$3200.00 to WCCA for low-income residential needs. The motion was seconded by Commissioner Graves and carried unanimously.

4-H Wilkin County Fair Donation Request

Finance Officer Johnson shared the request from Wilkin County 4-H as they are requesting a donation for the Wilkin County Fair. Discussion was held around the program and its growth over the years. Commissioner Karlgaard offered a motion to approve \$300.00 split between Electric, Sewer and Water to cover the donation. The motion was seconded by Commissioner Summerville and carried unanimously.

MRES Annual Meeting- May 10-11, 2023

Director of Public Services Crocker provided an update on the MRES Annual Meeting and request for final decision on who will attend. Commissioner Karlgaard offered a motion to send Commissioner Larson and Commissioner Summerville to attend the 58th Annual MRES Meeting in Sioux Falls, South Dakota with Public Services Director Crocker. The motion was seconded by Commissioner Martinson and carried unanimously.

Financial Statements

March 31, 2023, Financial Statements were reviewed. No formal action was taken.

Other

Director of Public Services Crocker informed the Commission with all the Underground working being done this summer he would like to send Easton Gravelle to attend Underground School through MMUA. Commissioner Graves offered a motion to approve sending Easton Gravelle to Underground School in Marshall, MN with expenditures being no more than \$1,500.00. The motion was seconded by Commissioner Karlgaard and carried unanimously. No other items were presented.

Commission Comments

There being no further business Commissioner Summerville offered a motion to adjourn the meeting at 2:33PM. The motion was seconded by Commissioner Karlgaard and carried unanimously.

Russell Graves, Secretary/Treasurer
Breckenridge Public Utilities Commission