

Pursuant to due call and proper notice thereof, a meeting of the Breckenridge Public Utilities Commission was held on Monday, October 3, 2022, 2:00 PM, at City Hall – Council Chambers.

Present: Commissioners Larson, Graves, Martinson, Karlgaard

Absent: Commissioner Summerville

Others Present: Director of Public Services Crocker, Finance Officer Christensen, In-House Advertising

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 September 19, 2022. The motion was seconded by Commissioner Graves and carried unanimously.

Advertising Presentation

In-House Advertising Representatives were present to discuss with members what they feel they can do regarding web design, marketing Breckenridge, etc. In-House Advertising stated they could redesign web page, put together videos, testimonials, etc. Discussion regarding Corporate Sponsorships, Breckenridge and Wahpeton working together, etc. At this time there was no formal action taken.

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 Karlgaard and carried unanimously.

Breckenridge Port Authority	Cold Storage Rental- PU	\$ 600.00
Breckenridge Public Utilities	Lift Station- Elect	840.48
Disposal Services, Inc.	Sludge Disposal	3,058.33
Farm City Supply	Paint, Rep. Parts, Misc- Util	377.19
Hawkins, Inc.	Chemicals- Water Plant	1,943.86
MN Dept. of Labor & Industry	Compressor Regist- Water Plant	70.00
Quill Corporation	Calendar Refill- Util	38.38
Toshiba America Bus Sol	Newsletter Copies- Util	216.28
USA BlueBook	Chemical Reagent Sets- Wtr Plant	989.92
Verizon Wireless	Util Cell Phones	116.84
Wesco Distributing, Inc.	Heat Shrinks- Electric	509.15
Wex Bank	Fuel- Electric	193.47

\$ 8,953.90

601 Electric \$1,376.98

602 Sewer 1,014.48

603 Water 6,562.44

TOTAL \$8,953.90

Crew Updates

Electric: Crew has been reading meters, working on mapping, etc.

Water/Wastewater: Crew is finishing jetting sewers and flushing hydrants. They have also been reading meters, sending in lagoon pond samples, etc.

Carbon Solutions, LLC Letter

Director Crocker discussed with Commissioners Correspondence received from the MN Public Utilities Commission regarding Carbon Solutions, LLC requesting a routing permit for the Ottertail to Wilkin Carbon Dioxide Pipeline Project. This was information only. No formal action was taken

Red River Basin Pledge Agreement and Letter of Support

Director of Public Services Crocker reviewed with Commissioners the Pledge Agreement and Letter of Support regarding the Red River Basin Commission. Director Crocker recommended that the Utility pledge \$4,000.00 in in-kind support along with a monetary amount of \$1,000.00. This would be used to develop a water quality trading offset program for the Red River Basin. Commissioner Karlgaard offered a motion to support the Red River Basin Plan and send the Letter of Support. The motion was seconded by Commissioner Graves and carried unanimously.

Financial Statements

August 31, 2022, Financial Statements were reviewed. There was no formal action taken.

Other

Air Dryer Purchase-Water Plant: Members reviewed a quote received from Grainger for an Air Dryer for the Water Treatment Plant. Director Crocker stated this Air Dryer is needed for lines to stay dry, so chemicals do not clog up in lines. Cost from Grainger is \$2,606.93. It was noted that cost on-line for similar dryers run from \$3,800 to \$10,000. Commissioner Karlgaard offered a motion to purchase Air Dryer from Grainger in the amount of \$2,606.93. The motion was seconded by Commissioner Martinson and carried unanimously.

Minn-Kota Ag Products-Casing for Water Line: Director Crocker stated that Wilkin County requires any Utility going under a County road must go into a casing. The water line going to Minn-Kota Ag Products development will be going under County Road 9. Mike Bassingthwaite, Interstate Engineering, stated that this will be an addition cost of \$15,000.00. Commissioner Graves offered a motion to authorize Mike Bassingthwaite to proceed with Change Order regarding casing. The motion was seconded by Commissioner Karlgaard and carried unanimously.

Commission Comments

There were no Commission comments.

There being no further business Commissioner Karlgaard offered a motion to adjourn the meeting at 3:25 PM. The motion was seconded by Commissioner Martinson and carried unanimously.