

Pursuant to due call and proper notice thereof, a meeting of the Breckenridge Public Utilities Commission was held on Monday, August 1, 2022, 2:00 PM, at City Hall – Council Chambers.

Present: Commissioner Graves, Martinson, Karlgaard

Absent: Commissioner Larson, Summerville

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 Graves offered a motion to approve the minutes from the regular meeting of July 18th, 2022. The motion was seconded by Commissioner Karlgaard and carried unanimously.

City Officials

There was nothing to report from 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 Martinson and carried unanimously.

Bernstein Plumbing	Jetter Truck- Repairs	\$ 1,170.95
Breckenridge Port Authority	Cold Storage Rental- PU	600.00
Breckenridge Public Utilities	Lift Station- Electricity	858.15
Corey Herdering	Rebate- MRES-HVAC	30.00
Disposal Services, Inc.	Sludge Disposal	3,058.33
Farm City Supply	Grinder, hoses, bolts- Utility	864.23
Hawkins, Inc.	Water Plant Chemicals	3,648.71
John Griffin	Rebate- MRES- HVAC	350.00
Landmark Nursery Retail	Dirt- Electric	80.00
Machine Design, Inc.	Piping- Water Plant	1,070.25
MESERB	2022-2023 Membership	1,333.00
MN Municipal Util. Assn.	MMUA Conference- Crocker	465.00
Quad City Testing Laboratory	Bucket/Digger- Inspections- Electric	990.00
RMB Environmental Lab, Inc.	Mercury Testing- Lagoon	300.00
Toshiba America Bus Solution	Newsletter Copies	216.71
US AutoForce	Transfer Cas- Ford Truck	272.32
Verizon Wireless	Util Cell Phones	116.74
Wex Bank	Fuel- Util	85.45
Wilkin County Recorder	Minn-Kota Infra Easement Fee	46.00
		15,555.84

601 Electric \$2,849.91
 602 Sewer 3,773.25
 603 Water 8,932.68

Total \$15,555.84

Crew Updates

Electric: Crew has leveled transformers and installed new underground at Welles Park. They have moved down to New York Avenue to continue work. They have also been reading meters, working on mapping, etc.

Water/Wastewater: Crew is jetting sewers, flushing hydrants and continuing to work at the pool. They have also been reading meters, sending in lagoon pond samples, etc.

Director of Public Services Crocker shared there has been problems with the lime silo at the water plant as it's been disintegrating the rotary feed. At this time the manual feed is being used instead. Parts are on order, but they are 4-6 weeks out. This was information only.

Sump Pump Policy Update

This matter was tabled until next Utilities Commission meeting for final review from the City Attorney.

Load Management System Upgrade

Director of Public Services Crocker provided information on the Load Management System to be updated by Omni Pro. Director of Public Service Crocker recommended a new system with relocation of the computer, new coax, and moving antenna to City Hall. The cost of the LMS based on capabilities needed is \$30,500. This would include Load Management & SCADA/AMI Web Portal. With the amount over the allowed budget limit of the Utilities Commission Director Crocker recommended for it to be brought to the City Council for approval. Commissioner Karlgaard offered a motion for recommendation to the City Council for approval of LMS system upgrade in the amount of \$30,500. The motion Commissioner Graves seconded and carried unanimously.

June 2022 Financials Statement Review

Commissioner Martinson questioning cost of Power being at 16.83% for amount used as we are half way through the year, no other questions on the June 2022 Financial Statement.

Commission Comments

There were no Commission comments.

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