

Pursuant to due call and proper notice thereof, a meeting of the Breckenridge Public Utilities Commission was held on Tuesday, February 21, 2:02 PM, at City Hall – Council Chambers.

Present: Commissioners Martinson, Graves, Karlgaard, Summerville via teleconference

Absent: Commissioner Larson

Others Present: Director of Public Services Crocker, Finance Officer Johnson, Easton Gravelle

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 Monday, January 23, 2023. 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.

02-21-22 Util Bills and Claims		
Albertson's Parts City Auto Parts	Oil Filters, Pintle Rings, Misc- PU	\$ 607.09
Blazer Express, Inc.	Fuel- Util	207.23
Builders First Source	Supplies- Util Shop Remodel	862.92
Core & Main	Meter Materials- W Plant	144.23
Disposal Services, Inc.	Sludge Disposal	3,058.33
EconoFoods-Breck	Coffee,TP- Electric	27.23
Great Plains Natural Gas	Nat Gas- Util	173.50
Hawkins, Inc.	Chemicals- W Plant	2,751.75
Hinsverk's	Fridg for Shop- Util Remodel	362.31
Lillegard, Inc.	Skidsteer- Camera Wiring- Electric	329.00
Lloyd's 75 Service	Tire Repair- Water	25.00
Midcontinent Communications	Int- W Plant	110.08
Missouri River Energy Ser	St. Mary's School Kit, MRES Bill	198,115.67
Pro-West & Associates, Inc.	GIS Tablet- Data Backup- Electric	267.38
Red River Communications	Phone Lines - Util	98.18
RMB Environmental Lab, Inc.	Water Bacteria Testing	92.57
Stuart C. Irby Company	Rubber Goods Testing, Inventory	574.40
T & R Service	KVA Transformer Testing- Electric	75.00
Vision Ford	#13 Engine Work- Electric	880.05
Waste Mgmt Of WI-MN	Garbage- W Plant	455.17
Wex Bank	Gas- Util	75.00

\$ 209,292.09

601 Electric	\$201,334.37
602 Sewer	441.13
603 Water	7,516.59

TOTAL **\$209,292.09**

Crew Updates

Electric: Director of Public Service Crocker informed the Commission electrical department is assisting with final Utility Shop remodel.

Water/Wastewater: Crew will be reading meters, sending in lagoon pond samples, working on lead line detections, crew has also been working on Utility Shop remodel.

Finance Officer – MCFOA Conference

Finance Officer Johnson informed the Commission on a training/education opportunity to assist in her job duties and continue to learn her role by attending the Municipal Clerk and Finance Officer Association Conference in St. Cloud at the end of March. Commissioner Karlgaard offered a motion to approve sending the Finance Officer to the MCFOA Conference. The motion was seconded by Commissioner Summerville and carried unanimously.

Public Utility Shop Remodel

Director of Public Service Crocker shared with the Utility Commission before and after pictures of the Public Utility shop remodel that just wrapped up. The up-to-date cost of the shop remodel with the original budget of \$24,000.00 came is currently at \$21,218.91 for the shop remodel portion and the updating of the LED lighting for the shop is currently at \$2,072.13 with the budgeted amount of \$8,000.00. This was information only, no formal action carried.

Financial Statements

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

Other

No items were presented.

Commission Comments

There being no further business Commissioner Karlgaard offered a motion to adjourn the meeting at 2:41PM. The motion was seconded by Commissioner Graves and carried unanimously.

Russell Graves, Secretary/Treasurer
Breckenridge Public Utilities Commission