

Pursuant to due call and proper notice thereof, a meeting of the Breckenridge Public Utilities Commission was held on Monday, February 20, 2024, at 2:00pm, at City Hall – Council Chambers.

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

Absent: City Administrator Conway

Others Present: Director of Public Services Crocker, Finance Officer Johnson and Daily News James Vissers

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, February 05, 2024. The motion was seconded by Commissioner Karlgaard and carried unanimously.

City Officials

None.

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.

| 02-20-24 Util | | |
|-----------------------------|--------------------------------------|------------|
| Albertson's Parts City Auto | Oil, Filter- Electric | \$ 191.61 |
| American Solutions for Bus | Util. Statements | 1,076.76 |
| Blazer Express, Inc. | Fuel- Water | 345.05 |
| Brooks Klinnert | HVAC Rebate- Klinnert | 75.00 |
| Core & Main | Parts- Water | 37.14 |
| Daily News | Commissioner Ad- Util | 149.31 |
| Dakota Supply Group | Inventory- Electric | 1,237.90 |
| Digital Guru | Update Util Shop Router- Util | 986.94 |
| Disposal Services, Inc. | Sludge Disposal- Water | 3,058.33 |
| Easton Gravelle | Safety Boots Reimbursement- Electric | 200.00 |
| EconoFoods-Breck | Tissue, Plates- Water | 61.75 |
| EconoFoods-Wahpeton | UPS- Transformer Oil Test- Electric | 22.16 |
| Farm City Supply | Overalls, Muratic Acid, Parts- Util | 233.10 |
| Farmers Union Oil Co. | Fuel, Chainsaw, Bolts, Misc-Util | 2,564.53 |
| Gopher State One-Call | Locates | 60.80 |
| Great Plains Natural Gas | Nat Gas- Water | 177.12 |
| Hawkins, Inc. | Chemicals- W Plant | 1,467.97 |
| KBMW | Electric Advertising | 234.00 |
| Kimberly Miller | R-ES Rebate- Miller | 15.96 |
| Lloyd's 75 Service | Oil Change- Neil Pickup | 57.92 |
| Marco Technologies, LLC | Printer Services- F Officer | 40.05 |
| Midcontinent Communications | Int- PU | 224.20 |
| Missouri River Energy Ser | MRES Bill | 192,440.68 |

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| MN Dept. of Public Safety | Tabs- Electric and Water | 182.25 |
| Red River Communications | Phone Lines - Util | 119.82 |
| RMB Environmental Lab, Inc. | Bacteria Testing- Water | 109.73 |
| Stuart C. Irby Company | Rubber Goods Testing- Electric | 498.60 |
| T & R Electric | 500 KVA St. Mary's School | 18,081.41 |
| Tyler Technologies-Incode | Notify- Util | 0.70 |
| Valley Fab | Materials | 283.02 |
| Waste Mgmt Of WI-MN | Garbage- PU | 773.01 |
| Wesco Distributing, Inc. | Inventory- Electric | 6,038.63 |
| William Petersen | HVAC- Rebate- Petersen | 250.00 |

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| \$ 231,295.45 |
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| 601 Electric | 222,413.67 |
| 602 Sewer | 419.12 |
| 603 Water | 8,462.66 |
| TOTAL | \$ 231,295.45 |

Crew Updates

Electric: Director of Public Services Crocker informed the Commission the electrical department is working on mapping electrical and working on street light replacement work orders. He also informed the Commission the Digger Truck is leaking again is out of commission until it can be repaired. This was information only.

Water/Wastewater: The water/sewer is training the new hire, who introduced himself to the Utility Commission. Jeff and James will be doing training for their CDL licenses. The sewer/water are also doing lead line identification along with completing work orders as requested.

BPU Commissioner Interviews

Three applicants provided letters to the Utility Commission to replace Russel Graves as a Breckenridge Public Utilities Commissioner. The commission discussed dates to do interviews and will report back of which applicant will join the commission. This was information only.

2024 MRES Annual Meeting

Finance Officer Johnson reminded the Utility Commission about the annual MRES meeting coming May 7 and 8, 2024 in Sioux Falls, S.D. An agenda has not been provided yet, but Utility Commission members should keep the dates in mind as she will want to book rooms and register attendees in March. This was information only.

Wage Study Update

Director of Public Services Crocker provided an update to the Utility Commission on where the wage study is at. There were some discrepancies and old data that was used. He shared that the study is being revisited at this time. This was information only.

M&M Construction Bill

Director of Public Services Crocker reviewed the invoice sent by M & M Contractors regarding work done during the summer 2023. Director of Public Services Crocker broke out the costs as if Breckenridge Public Utilities had done the work and report. The numbers came out to be \$2,368.05 for double time for holiday pay, benefits included, equipment rental costs to get that total. Utility Commissioner Karlgaard offered a motion to pay \$2,368.05 to M & M Contractors. The motion was seconded by Commissioner Graves and carried unanimously.

Other

None.

Financials

None at this meeting.

Commission Comments

None.

There being no further business, Commissioner Summerville offered a motion to adjourn the meeting at 2:44p.m. The motion was seconded by Commissioner Martinson and carried unanimously.

Hope Karlgaard, Secretary/Treasurer
Breckenridge Public Utilities Commission