

Pursuant to due call and proper notice thereof, a meeting of the Breckenridge Public Utilities Commission was held on Monday, August 5<sup>th</sup>, 2024, at 2:00 P.M. at City Hall – Council Chambers.

Present: Commissioners Larson, Martinson, Seliski, and Karlgaard

Absent: Commissioner Summerville

Others Present: Director of Public Services Crocker and Finance Officer Jordahl

Approval of Agenda

Commissioner Karlgaard presented to the committee a motion to add Breckenridge High School Sponsorship to the agenda, the motion was seconded by Commissioner Seliski and carried unanimously.

Approval of Minutes

Commissioner Martinson offered a motion to approve the minutes from July 15<sup>th</sup>, 2024. The motion was seconded by commissioner Seliski and carried unanimously.

Utility Management

Bills and Claims

Commissioner Karlgaard offered a motion to approve the following Bills and Claims. The motion was seconded by Commissioner Seliski and carried unanimously.

Bills & Claims List 08-05-24		
Utility		
Vendor Name	Payable Description	Total Payable
Border States Electric Supply	Inventory - Elec	\$ 11,887.64
Breckenridge Port Authority	August 2024 Cold Storage Rent - Util	1,000.00
Breckenridge Public Utilities	Lift Station Electricity	1,204.33
Carus Corporation	Chemicals - WP	6,295.39
Dakota Designs, LLC	Hydro Seeding	660.00
Dakota Supply Group	Inventory - Elec	2,040.57
Disposal Services, Inc.	August Sludge Disposal	3,058.33
Ditch Witch of MN, Inc.	Turbo Tip - Elec	254.15
Ethanol Products, LLC	CO2 - Wtr Plant	5,603.04
Farm City Supply	Cutoffs, Flap Disc, Acid, Rocker, Gloves, Cement, etc	269.00
Hawkins, Inc.	Chemicals - Wtr Plant	3,889.69
Holcim - MWR, Inc.	Black Dirt - Elec	249.73
Locators & Supplies	Locator/Marking Paint - Wtr	1,045.99
MESERB	MESERB Conference Reg - Crocker	175.00

Quill Corporation	Copy Paper - Util	77.98
Red River Grain Company	Lagoon Spray	549.34
RMB Environmental Lab, Inc.	Lagoon Testing - Sewer	224.68
Stuart C. Irby Company	Inventory - Elec	4,416.00
Toshiba America Bus Solutions	Newsletter Color Copies - Util	99.84
Triple S Services	Wtr Plant Mowing	200.00
Uline	Bollard Sleeves - Elec	455.86
Vessco, Inc.	Pumphead - Wtr Plant	612.25
Wesco Distributing, Inc.	Inventory - Elec	477.73

\$ 44,746.54
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601 Elec -  
\$21,369.48  
602 Sewer -  
\$2,212.62  
603 Water -  
\$21,164.44  
Total -  
\$44,746.54

#### Crew Updates

Electric: Public Services Director Crocker presented to the committee that Brian and Jim are both out this week. The crew is back to work on normal duties after a couple of power outages last week due to the weather. Commissioner Seliski presented to the committee a question about who is liable for fallen trees on vehicles. Public Services Director Crocker explained liability falls on the vehicle owner.

Water: Public Services Director Crocker presented to the committee that the French drain at the Port authority has been mostly completed. They are currently waiting for the ground to dry before dump trucks can deliver the final materials. The crew today is dealing with a valve on N 9<sup>th</sup>.

#### MESERB Membership

Public Services Director Crocker presented to the committee the membership fees to remain with MESERB, the legal and regulatory team that helps with permitting. Discussion was had, commissioner Karlgaard presented a motion to pay the \$1,371 to remain a member, the motion was seconded by commissioner Martinson and carried unanimously.

#### MMUA Conference

Public Services Director Crocker presented to the committee a conference in Fargo, ND for MMUA. Commissioner Seliski presented to the committee asking if commissioners are compensated for attending conferences. Finance Officer Jordahl will investigate the past and what was done. No formal action taken at this time.

### Financials

Financials reviewed with no formal action taken. Public Services Director Crocker advised that WAPA will have a price increase in the future. Commissioner Larson asked we do an in-house evaluation of how the increase will affect us. Discussion was had, no formal action taken.

### Other

Public Services Director Crocker presented to the committee a sponsorship opportunity for Breckenridge High School to provide gift cards for employees with perfect attendance. The commissioners had no interest in the sponsorship.

Public Services Director Crocker presented to the committee that he is getting a quote from Comstock to replace a hydrant; it will be roughly \$15,000-\$20,000 Neil estimates due to the amount of highway that needs to be dug up.

Public Services Director Crocker presented to the committee a quote at \$4/sq foot from Buck's Paving to pave the areas that the crews had to dig up due to water mains breaking. Commissioner Karlgaard offered a motion to approve the quote at \$4/sq foot, the motion was seconded by Commissioner Seliski and carried unanimously.

### Commission Comments

Commissioner Martinson missed the previous water line meeting, Public Services Director Crocker advised that there is another one tomorrow. Discussion was had over the water line project, no formal action taken.

Public Services Director Crocker presented to the committee that pilings had pushed up in the center at the diversion on Ottertail. Neil advised that in September crews will go there and hammer the pilings down.

Commissioner Martinson asked the committee for an update on wage conversations with the Electric Foreman. Public Services Director Crocker advised that there is a personnel meeting today with that on the agenda.

There being no further business Commissioner Karlgaard presented a motion to adjourn at 2:45pm, the motion was seconded by Commissioner Martinson and carried unanimously.