

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

Present: Commissioners Martinson, Graves, Summerville, Larson

Absent: Commissioner Karlgaard

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

**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, April 17th. The motion was seconded by Commissioner Graves 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 Martinson and carried unanimously.

<b>Util Bills and Claims 05/01/2023</b>		
Border States Electric Supply	Inventory- Electric	\$ 164.48
Breckenridge Port Authority	Rent- Utilities	1,000.00
Breckenridge Public Utilities	Util - City Wide, Lift Station- Electricity	11,075.28
Core & Main	Watermain Break on Wegener Drive- Water	888.70
Dakota Supply Group	Inventory- Electric	2,962.78
Easton Gravelle	Meals for Substation School- Gravelle	32.00
Grainger	Lockout Valves- Water	289.20
Graymont (WI) LLC	Lime- Water Plant	6,125.09
MN Municipal Util. Assn.	Electric Safety Manuals, Underground School- Gravelle	626.99
Quill Corporation	Paper- Util	104.94
RMB Environmental Lab, Inc.	Old and New Pond Samples	219.98
Stuart C. Irby Company	Inventory- Electric	706.36
Summerville Electric, Inc	Util Shop Updates	782.00
Titan Machinery	Trencher- Fee- Electric	10.00
Toshiba America Bus Solutions	Newsletter Copies	83.95
Wesco Distributing, Inc.	Inventory- Electric	11,887.16
Wilkin County 4-H	4-H Fair Donation	300.00

37,258.91
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101 General      \$ 8,881.55  
 201 P Authority    \$     37.51  
 601 Electric       \$ 17,563.41

602 Sewer	\$ 1,945.27
603 Water	\$ 7,976.62
604 St Sewer	\$ 854.55

**TOTAL: \$ 37,258.91**

**Crew Updates**

**Electric:** Director of Public Service Crocker informed the Commission the electrical department is modifying the fence around the Old Water Plant, they have started work on Circuit C for the Twito Substation along with completing other work orders.

**Water/Wastewater:** Crew has been sending in lagoon pond samples, releasing at the old and new pond, they fixed a broken watermain by Select Inn, working on lead line identifications as well as completing other work orders.

**MRES Annual Meeting- May 10-11, 2023**

Director of Public Services Crocker informed the Commission he is unable to attend the Annual Meeting due to double booking. Finance Officer Johnson along with Commissioner Larson and Commissioner Summerville will be the ones attending the 58<sup>th</sup> Annual MRES Meeting in Sioux Falls, South Dakota. Commissioner Larson will be the voting representative in the absence of Director of Public Service Crocker.

**Delinquent Accounts**

Billing Clerk Gefre joined the meeting to inform the Commission on a list of accounts that have become delinquent. Discussion was held around what dollar amount is worth pursuing with legal action to get payment on past due/closed utilities. Billing Clerk Gefre and Director of Public Service Crocker have been in conversation with the City Attorney on the costs to pursue, etc. This was discussion only at this time.

**Other**

Director of Public Service Crocker shared that Senator Klobuchar came to Breckenridge to meet on the Levy system and discuss her work. This was discussion only. Commissioner Larson also shared with the Commission Representative Fischbach will be here Wednesday, May 17<sup>th</sup>.

**Commission Comments**

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

Russell Graves, Secretary/Treasurer  
Breckenridge Public Utilities Commission