

Pursuant to due call and proper notice thereof, a meeting of the Breckenridge Public Utilities Commission was held on Monday, November 18, 2024, at 2:00 P.M. at City Hall – Council Chambers.

Present: Commissioners Larson, Martinson, Summerville (phone), Seliski, and Karlgaard

Absent:

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

Approval of Agenda

Commissioner Larson made the motion and was seconded by Commissioner Seliski and carried unanimously.

Approval of Minutes

Commissioner Karlgaard offered a motion to approve the minutes from Oct 7th, 2024. The motion was seconded by Commissioner Seliski and carried unanimously.

Utility Management

Bills and Claims

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

Bills & Claims List 11-18-24		
Utility		
Vendor Name	Payable Description	Total Payable
Albertson's Parts City Auto Parts	Windex/Clay/Oil Filters - Halogen Cap	\$ 204.27
Blazer Express, Inc.	Fuel - Wtr	450.63
Border States Electric Supply	Inventory - Elec	1,080.86
Builders First Source	Tree Lighting 4X4 TRTD	14.96
EconoFoods-Wahpeton	Utensils/TP - Elec	24.56
Ethanol Products, LLC	CO2 - Wtr Plant	3,604.68
Farmers Union Oil Co.	Fuel/Cutoffs/Bottle Fill/Fuel/Cap/Pipe	1,915.72
Gopher State One-Call	Locates	122.85
Great Plains Natural Gas	Nat Gas - Wtr Plant	149.35
Hawkins, Inc.	Chemicals/Freight - Wtr Plant	5,582.00
KBMW	Electric Advertising	234.00
Lillegard, Inc.	Oil Filter - Elec	29.02
MESERB	2024-2025 Membership - MESERB	1,430.00
Missouri River Energy Ser	MRES Bill	104,849.85
OK Tire Store - Wahpeton	Vehicle #12 Repairs - Wtr	198.96
Red River Communications	Phone Lines - Util	122.79
RMB Environmental Lab, Inc.	Lagoon Testing	468.17
Sanford Health Occup Medicine	Gravelle Drug Testing - Elec	30.00
Vessco, Inc.	Nozzle/Injector - Wtr Plant	262.31
Waste Mgmt Of WI-MN	Garbage PU	529.13
		\$ 121,304.11
601 Elec -	\$108,098.27	
602 Sewer -	\$1,980.05	
603 Water -	\$11,225.79	
Total -	\$121,304.11	

Crew Updates

Electric:

Public Services Director Crocker presented to the commissioners that the engine went out on the little bucket truck, and it is currently being worked on. The electric crew is currently working on tree trimming, New York Ave, and Oregon Ave. Brian Wika requested approval to attend a supervisory

training in St. Cloud that will cost \$1,400 before the hotel rooms. Commissioner Karlgaard offered a motion to approve the training for Brian Wika up to \$2,000, the motion was seconded by City Administrator Wiertzema and carried unanimously.

Water:

Public Services Director Crocker presented to the commissioners Mikayla has quit as of last week. Bruder's Butcher needs to be re-winterized, but everything else has been winterized. The crew also borrowed a valve exercise machine for current projects.

Public Utility Budget 2025

Public Services Director Crocker presented the preliminary 2025 budget to the commissioners, it is similar to the previous year. There are heavier WAPA increases. Discussion was had, the commissioners will take time to go over it and will vote on it at the next meeting.

Management Letter

Public Services Director Crocker presented the management letter to the commissioners which highlights the year in review and proposed projects for 2025. Discussion was had over water department projects with a total expenditure of \$58,250. Commissioner Karlgaard made a motion to approve the water department projects for \$58,250, the motion was seconded by Commissioner Summerville and carried unanimously.

Discussion was had over electric department projects with a total expenditure of \$317,570. Commissioner Summerville proposed adding a new mini bucket truck for the department. Public Services Director Crocker will explore options and come back with options at the next meeting. Commissioner Seliski made a motion to approve the total of \$317,570 for the projects highlighted in the management letter, the motion was seconded by Commissioner Karlgaard and carried unanimously.

MESERB Conference December 4-6

Public Services Director Crocker requested approval from the commissioners to attend a MESERB conference from December 4-6. Commissioner Seliski made a motion to approve the training up to \$550, the motion was seconded by Commissioner Karlgaard and carried unanimously.

Financials

Reviewed, no formal action taken.

Other

None.

Commission Comments

None.

There being no further business Commissioner Karlgaard presented a motion to adjourn at 3:26pm, the motion was seconded by Commissioner Larson and carried unanimously.