

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

Present: Commissioners Larson, Summerville, Seliski, and Karlgaard

Absent: Commissioner Martinson

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 Summerville and carried unanimously.

Approval of Minutes

Commissioner Seliski offered a motion to approve the minutes from Nov 18, 2024. The motion was seconded by Commissioner Karlgaard and carried unanimously.

Utility Management

Bills and Claims

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

| Bills & Claims List 12-02-24 | | |
|---------------------------------|---------------------------------|---------------|
| Utility | | |
| Vendor Name | Payable Description | Total Payable |
| American Solutions for Business | UB Window Envelopes | \$ 1,025.10 |
| Bold Print | UB Perforated Paper | 587.60 |
| Breckenridge Port Authority | Dec Cold Storage Rent | 1,000.00 |
| Breckenridge Public Utilities | Lift Station Elec | 989.30 |
| Core & Main | Valves, Gaskets, Etc - Wtr | 2,243.89 |
| Dakota Supply Group | Inventory - Elec | 293.12 |
| Disposal Services, Inc. | Sludge Disposal | 3,058.33 |
| Lori Gefre | Tree Lights For Tree Lighting | 992.16 |
| MN Dept of Health | Water Connection Fees | 3,348.54 |
| MN Rural Water Assn. | Valve Exerciser Lease - Wtr | 350.00 |
| Pitney Bowes | PM Rental | 171.00 |
| Toshiba America Bus Solutions | Copier Overages | 107.59 |
| Tyler Technologies-Incode | Utility Tyler Tech | 13,056.88 |
| Vessco, Inc. | Chlorine Injector/Freight - Wtr | 2,349.35 |
| | | \$ 29,572.86 |
| 601 Elec - | \$7,018.02 | |
| 602 Sewer - | \$5,972.01 | |
| 603 Water - | \$16,582.83 | |
| Total - | \$29,572.86 | |

Crew Updates

Electric:

Public Services Director Crocker presented to the commissioners the Electric department is finishing up Christmas decorations soon, upon completion they will move onto tree trimmings and beginning the 2025 projects highlighted in the management letter.

Water:

Public Services Director Crocker presented to the commissioners that the Water department is currently working on inventory and sending bacteria samples. A new water operator has been selected, with an offer extended and accepted, pending background check.

OSPTI 5K Sponsorship

Finance Officer Isaac Jordahl presented to the commissioners a sponsorship opportunity for the OSPTI 5K run in 2025 with a minimum amount of \$150 getting a BPU logo on the back of t-shirts and helping cover the cost of the event. Discussion was had, Commissioner Karlgaard offered a motion to sponsor \$150 for the 5K run, the motion was seconded by City Administrator Wiertzema and carried unanimously.

Sale of Lot Next to Water Plant

Public Services Director Crocker presented to the commissioners there is an interested individual in the lot next to the water plant. The individual would like to purchase the lot for a residential/commercial car wash. Discussion was had, the commissioners advised Neil to find comparable sales for lots and bring them to the next meeting to decide on a price. No formal action taken at this time.

Prices of Small Bucket Truck

Public Services Director Crocker presented to the commissioners prices for a small bucket truck. For a 7 year old truck the prices range \$45,000-\$55,000, while a new one ranges \$158,900-\$196,900. Discussion was had, no formal action taken at this time.

Approval of 2025 Budget

Public Services Director Crocker presented to the commissioners the budget proposal from the previous meeting. Discussion was had, Commissioner Summerville made a motion to approve the Electric budget for 2025, the motion was seconded by City Administrator Wiertzema and carried unanimously. Commissioner Seliski made a motion to approve the Sewer budget for 2025, the motion was seconded by Commissioner Summerville and carried unanimously. Commissioner Karlgaard made a motion to approve the Water budget for 2025, the motion was seconded by City Administrator Wiertzema and carried unanimously.

Other

None.

Commission Comments

None.

There being no further business Commissioner Summerville presented a motion to adjourn at 3:01pm, the motion was seconded by Commissioner Karlgaard and carried unanimously.