

Pursuant to due call and proper notice thereof, a meeting of the Breckenridge Public Utilities Commission was held on Monday, July 15th, 2024, at 2:00 P.M. at City Hall – Council Chambers.

Present: Commissioners Summerville, Larson, Martinson, and Seliski

Absent: Commissioner Karlgaard

Others Present: Director of Public Services Crocker, City Administrator Conway, and Finance Officer Jordahl

Approval of Agenda

The agenda was approved as printed.

Approval of Minutes

Commissioner Summerville offered a motion to approve the minutes from June 3rd, 2024. The motion was seconded by commissioner Seliski 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 Seliski and carried unanimously.

Bills & Claims List 07-15-24		
Utility		
Vendor Name	Payable Description	Total Payable
Albertson's Parts City Auto Parts	Oil Filter/Fuse/Wiperblade/Blower Motor - Elec	\$ 321.93
Blazer Express, Inc.	Fuel - Water	120.00
Brian's Repair & Tire Serv	Repairs - Digger	523.81
Creative Stitches	High Vis Shirts - Wtr/Sewer	200.00
EconoFoods-Breck	Paper Plates - Water/Coffee - Elec	35.86
EconoFoods-Wahpeton	UPS Oil Samples - Elec	22.25
Farm City Supply	Adapter/Battery/Bolts/Gloves/Shirt/Glass Cleaner	237.85
Farmers Union Oil Co.	Nitrile/Splice Terminal/ Wheel/Fuel	1,571.83
Gopher State One-Call	Locates - PU	54.00
Great Plains Natural Gas	Nat Gas - Wtr Plant	149.35
Hawkins, Inc.	WP Chemicals	1,556.69
Holcim - MWR, Inc.	Heavy Black Dirt - Elec	246.26
KBMW	Electric Advertising	216.00
Midcontinent Communications	Internet - Util Shop/Wtr Plant	224.17
Minnesota Municipal Utilities Association	Safety Mgmt Program - Elec	4,323.03
Missouri River Energy Ser	MRES Bill	143,952.18
NAPA Central	AC Fix - Elec Pickup	87.98
Neil Crocker	Postage Reimbursement for Ethernet Ship - Crocker	10.40
Paul's Electric, Inc.	Controller Change - Arnhaldt - Elec	205.73
Red River Communications	Phone Lines - Util	119.28
RMB Environmental Lab, Inc.	Lagoon Testing	119.13
Sanford Health Occup Medicine	Drug Test - Gavin & Isaac	213.00
Smith Motors, Inc.	Tail Light Replacement - Elec	276.74
Todd's Welding Shop	Sludge Truck Repairs - WP	509.79
Tyler Technologies-Incode	eCheck Tansaction Fees/Util Notify Fees	39.80
Valley FAB and Repair, Inc.	Steal - Elec	20.32
Verizon Wireless	Util Cell Phones	139.25
Waste Mgmt Of WI-MN	Garbage - WTR Plant	491.27
		155,987.90
601 Elec -	\$151,410.03	
602 Sewer -	\$323.31	
603 Water -	\$4,254.56	
Total -	\$155,987.90	

Crew Updates

Electric: Public Services Director Crocker presented to commission members that Telcom will be in town and that the electric crew is set to start underground boring next week. Oregon Ave needs to have maintenance done on a streetlight and existing overhead needs to be replaced on the corner of 9th & 11th which will be completed with material on hand.

Water: Public Services Director Crocker presented to the commission members that DMR is in this week for EOM June tallies and that meter reading is this week. James has his CDL and Mikayla passed her permit and is getting hours in the truck. Public Services Director Crocker also presented that plumbing in

the bathroom at Wells Park will be needed later and the water crew is working at fixing water leaks at Jefferson Park.

Chazaq Sponsorship

Public Services Director Crocker presented to commissioners a 3on3 basketball tournament sponsorship opportunity, discussion was had. Commissioner Summerville offered a motion to donate \$250, the motion was seconded by commissioner Martinson and carried unanimously. The donation will be split between three funds.

Comstock Proposal for Concrete Patching

Public Services Director Crocker presented to the commissioners a proposal from Comstock to purchase concrete to fix third street, 12th St N, and Oak St at the curb and gutter due to water breaks. Discussion was had, Commissioner Summerville made a motion to accept the proposal from Comstock at a total price of \$10,600 for the concrete. Commissioner Seliski seconded the motion, and it was carried unanimously.

Financials

Commissioner Matinson presented to the committee questions on the large activity in the lagoon testing account and Insurance Refunds account. Testing is high due to a large volume of testing for the lagoon and the Insurance Refunds account is high due to the City dropping insurance on pumps. Commissioner Larson presented to the committee to add more accounts to make purchases more tracible. Discussion was had, City Administrator Conway asked I make more accounts to accommodate this request, but no other action taken at this time.

Other

Public Services Director Crocker presented a sponsorship opportunity for the Princess Pageant at Headwaters Days. Discussion was held, Commissioner Seliski made a motion to donate \$250, the motion was seconded by Summerville and carried unanimously.

Commission Comments

Commissioner Larson presented thoughts on the wage study to City Administrator Conway. He wants to reward staff for their work, he asked if there is someone able to bring it up the chain too. City Administrator Conway urged Commissioner Larson to wait until Union meetings are held. Discussion was had, no further action was taken.

There being no further business, Commissioner Summerville offered a motion to adjourn the meeting at 3:05pm. The motion was seconded by Commissioner Larson and carried unanimously.