

Pursuant to due call and proper notice thereof, a meeting of the Breckenridge Public Utilities Commission was held on Monday, May 6, 2024, at 2:00 P.M. at City Hall – Council Chambers.

Present: Commissioners Martinson, Summerville, Larson, Karlgaard and Seliski

Absent:

Others Present: Director of Public Services Crocker

Approval of Agenda

The agenda was approved as printed.

Approval of Minutes

Commissioner Gordon Martinson offered a motion to approve the minutes from March 4, 2024, and April 1, 2024. The motion was seconded by Commissioner Summerville and carried unanimously.

City Officials

There was nothing to report from City Officials.

UTILITY MANAGEMENT

Bills and Claims

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

Amaril Uniform Company	Safety Clothing - Electric	\$ 20.01
Blazer Express, Inc.	Fuel - Utility	454.31
Border States Electric Supply	Wire, Pliers - Elec	475.36
Breckenridge Port Authority	Cold Storage Rental - Utility	1,000.00
Breckenridge Public Utilities	Lift Station Electricity	1,652.76
Brent Johnson	Rebate-MRES-HVAC	500.00
Brian Wika	Mileage-Picked up Rubber Goods	70.35
Brian's Repair & Tire Serv	Boom Truck Repairs - Elec	635.89
Burchill Construction	Rebate-MRES-Lighting	658.50
Core & Main	Curb Stop Key - Water	148.35
Cummins Sales and Service	WP Generator Inspection	460.01
Dakota Mailing & Shipping, Inc.	Ink Cartridges-Postage Machine	95.46
Dakota Supply Group	Cutouts, Wire - Electric	2,023.62
Disposal Services, Inc.	Sludge Disposal	3,058.33
Farm City Supply	Flashlights, Gloves, etc. - Utility	452.41
Gopher State One-Call	Locates	157.95
Grainger	Motor-Wtr Plant, Backflow Tester	1,455.60
Graymont (WI) LLC	Lime - Water Plant	6,795.54
Hawkins, Inc.	Chlorine - Water Plant	549.00
James Jawaski	Rebate-MRES-Washer/Lighting	421.00
KBMW	Electric Advertising	234.00
Midcontinent Communications	Internet - Util Shop	113.97
NAPA Central	Fuse - Jetter	16.49
OK Tire Store - Wahpeton	Trailer Tire Repairs - Elec	112.38

PPI Consulting	Psych Exam - Jordahl	475.00
RESCO	Elbow Arresters - Elec	1,804.99
RMB Environmental Lab, Inc.	Lagoon Sample Testing	234.08
T & R Service	Transformer Disposal - Elec	1,465.00
Todd's Welding Shop	#18 Boom Truck Repairs - Elec	5,179.49
Toshiba America Bus Solutions	Newsletter Copies	113.08
Tyler Technologies-Incode	CC Reader-Front Desk-Util	709.00
Valley Petroleum Equipment	Water Plant Air Compressor	7,812.85
Verizon Wireless	Util Cell Phones	145.30
Vessco, Inc.	Spare Pump - Water Plant	1,721.25
Waste Mgmt Of WI-MN	Garbage - Util Shop	290.59
Wesco Distributing, Inc.	Electric Supplies	729.82

\$ 42,241.74

601 Electric \$ 16,639.92
602 Sewer 2,479.60
603 Water 23,122.22

TOTAL - \$42,241.74

Crew Updates

Electric: Director of Public Services Crocker informed the Commission that electric crew will be working on completing the electrical tie-ins for the remaining 3 homes to complete the Circuit C project. They will begin wrecking out the old pole and wire now that all new primary wire is underground. They also took 24 old street light pole to MDI and sold as scrap iron. They will be relocating the light pole storage to the cold storage building and also are completing the list of repairs need that were generated by the Infra-Red tests.

Water/Wastewater: Director of Public Services Crocker informed the Commission that the water crews are still completing the Lead Service Line identification. The last remaining lines to be identified are the galvanized lines from the curb-stop to the water main. Additionally, James and Mickayla are continuing to get their CDL licenses.

Resignation – Wade Bischoff

Commissioners reviewed Wade Bischoff’s letter of resignation effective May 31, 2024. Discussion was had regarding a replacement for Wade.

Load Management System Upgrade

Director of Public Services Crocker reviewed with Commissioners correspondence received from Omni-Pro regarding the RTC-1032 Load Management Device. This device is critical to keeping the load management system running and is becoming unavailable for replacement. Director of Public Services Crocker recommended that he be authorized to purchase a spare in the amount of \$8,250.00. Commissioner Martinson Offered a motion to purchase. The motion was seconded by Commissioner Seliski and carried unanimously.

Financial Statements

April 30, 2024, financial statements were reviewed. No formal action taken.

Other

Director Crocker brought forth staffing concerns regarding the electrical department. Discussion was had regarding hiring a fourth person in anticipation of a potential retirement from an exiting employee. The general consensus is that we should advertise for the position as soon as the new wage survey is complete.

Commission Comments

None.

There being no further business, Commissioner Marton offered a motion to adjourn the meeting at 3:31 pm. The motion was seconded by Commissioner Summerville and carried unanimously.