

Pursuant to due and proper notice there of a meeting of the Breckenridge Public Utilities Commission was held on Monday, March 3, 2025, at 2:00 PM at City Hall – Council Chambers.

Present: Summerville, Seliski, Karlgaard, Kaufman

Absent: Larson

Others: Finance Officer Christensen

Approval of Agenda

The Agenda was amended to include the following: Appointment of Officers for Commission. Commissioner Karlgaard offered a motion to approve the Agenda as amended. The motion was seconded by Commissioner Seliski and carried unanimously.

Appointment of Officers

Commissioner Karlgaard offered a motion to appoint Commissioner Larson President and Commissioner Summerville Vice-President of the Utility Commission. The motion was seconded by Commissioner Seliski and carried unanimously.

Approval of Minutes

Commissioner Seliski offered a motion to approve the minutes from February 18, 2025. The motion was seconded by Commissioner Karlgaard and carried unanimously.

City Officials

There was nothing to report from City Officials.

Utility Management

Bills and Claims

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

Amaril Uniform Company	Safety Clothing-Elec	89.28
Bold Print	Water Meter Inspect Door Hangers	174.50
Border States Electric Supply	Wipes - Electric	333.49
Breckenridge Port Authority	March Cold Storage Rental-Utility	1,125.00
Breckenridge Public Utilities	Lift Station Electricity	1,666.97
Builders First Source	Supplies - Electric	535.82
Dakota Chrysler Center	2014 Heater Repairs - Water	1,603.20
Disposal Services, Inc.	March Sludge Disposal	3,058.33
Ethanol Products, LLC	CO2 - Water Plant	4,406.76
Farm City Supply	Gloves, Fasteners, Misc - Util	327.46
Grainger	Valves, Tees, Air Cylinder Wtr Plant	166.19
Graymont (WI) LLC	Lime - Water Plant	6,433.99
Hawkins, Inc.	Chemicals, Cylinders-Water Plant	3,500.00
MESERB	2024 MESERB Conference	175.00
MN Dept. of Health	Water Connection Fees	3,348.54
OK Tire Store - Wahpeton	Tire Repair - Water Plant Pickup	649.26
Pitney Bowes	Postage Machine Rental	171.00

Quill Corporation	Stamp Pad, Ink, Paper-Util	55.57
RMB Environmental Lab, Inc.	Lagoon Testing	130.63
Sanford Health Occupational	Drug Testing-Wika/Weatherstone	99.00
Toshiba America Bus Solutions	Copier Overages - Utility	84.12
Town & Country Heating	Water Plant Boiler Repairs	7,667.46

		\$ 35,801.57
601 Electric	\$ 2,237.26	
602 Sewer	2,076.16	
603 Water	31,488.15	
TOTAL	\$35,801.57	

Crew Updates

Electric: Crew is working at the Water Plant Substation getting it prepped for this upcoming Spring Underground Project. Crew is also reading meters, working on the GIS System, etc.

Water/Wastewater: Director Crocker informed members that there is a watermain leak on North 5th Street by Bremer Bank. Crew is working with Comstock Construction to remedy. It was further noted that crew members are going to training, exercising water valves, etc.

Low Income Assistance Memorandum of Understanding

Director Crocker reviewed with members the Memorandum that West Central MN Community Action (WCMCA) has presented to the Commission. This memorandum states that the City (Utility) will send \$3,250.00 in funds that will be used to provide low income households, who have the City of Breckenridge as their Electric Utility, with Weatherization and/or Conservation Improvements. Director Crocker noted that this is a requirement and MRES figures the dollar amount that is needed based on income. Commissioner Karlgaard offered a motion to pay WCMCA \$3,250.00 to implement the City of Breckenridge Weatherization and/or Conservation Program. The motion was seconded by Kaufman and carried unanimously.

Other

Nothing to report.

Commission Comments

None

There being no further business Commissioner Karlgaard offered a motion to adjourn. The motion was seconded by Commissioner Summerville and carried unanimously.