Municipal Utilities Board June 8, 2026
City of Brookings

The regular meeting of the Municipal Utilities Board was held at 1:00 p.m. on Monday, June 8, 2026, at the Utility Building with the following members present: Bartels, Fishback, Hansen, Hawley, President Carruthers and City Council Liaison Avery.

ADOPTION OF AGENDA

The agenda was adopted.

EXECUTIVE SESSION

Motion was made by Hawley, seconded by Hansen that the Board adjourn to an executive session to consult with legal counsel and review communications from legal counsel about proposed or pending litigation or contractual matters and discuss marketing or pricing strategies. All members present voted in favor of the motion.

The Board reconvened in open session.

RESOLUTION OF COMMENDATION – TIM HARVEY

Motion was made by Bartels that the following Resolution No. 13-26 be approved.

RESOLUTION NO. 13 - 26

RESOLUTION OF COMMENDATION

WHEREAS Tim Harvey has served as a member of the Brookings Municipal Utilities Board since May, 2006, giving generously of his time and efforts.

NOW, THEREFORE, BE IT RESOLVED by the Brookings Municipal Utilities Board that the Board hereby express to:

TIM HARVEY

the sincere thanks and commendation of the Utilities Board on behalf of all the citizens of Brookings for faithfully and ably serving as a member of the Brookings Municipal Utilities Board.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Brookings to be affixed this 8th day of June, 2026.

ATTEST:

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Spence Hawley, Secretary Doug Carruthers, President

The motion was seconded by Hawley. All members present voted in favor of the motion.

MINUTES

Minutes of the regular meeting held May 11, 2026, and the special meeting held May 26, 2026, were read and approved.

APPROVAL OF BILLS AND CLAIMS

Motion was made by Hansen, seconded by Hawley that the following bills and claims be approved. All members present voted in favor of the motion.

4imprint Inc., Supplies, $601.70; AMC Optics, Supplies, $1827.63; American Fence Company of SD, Gate Repair, $4430.62; Anixter Inc, Supplies, $1395.00; Appeara, Supplies, $73.40; AT & T Mobility, PCS Phone Service, $3389.10; Automatic Building Controls Inc., Building Maintenance, $1414.49; Avera Occupational Medicine-Mitchell, Drug Screening, $189.00; Bluefin Payment Systems, Credit Card Processing Fee, $16462.04; Border States Elec Supply, Inc, Supplies, $2522.38; Border States Elec Supply, Inc, Systems/Cabling Inv, $36.30; Bowes Construction Inc, East WTP Driveway, $58034.14; Brookings Beacon, Subscription, $490.00; Brookings County Finance Office, Registration/Title, $1472.68; Brookings Credit Bureau & Collection Agency, Delinq. Account Collection, $3.20; Brookings Dumpster Service, Sanitation Service, $569.26; Brookings Radio, Advertising, $3100.00; Business Track, Credit Card Processing Fee, $7538.37; Card Connect, Credit Card Processing Fee, $9982.96; Carquest Auto Supply, Work Equip Maintenance/Supplies, $83.69; CDW Government Inc, Switches, $1842.38; City of Brookings, Contract Fee, $6327.59; City of Brookings, Line Clearance, $3299.99; City of Brookings Landfill, Landfill Fee, $325.63; Clark Drew Construction Inc, Roof Repair, $3770.00; Core & Main, Supplies, $10556.62; Corey's Tools, LLC, Supplies, $56.00; Credit Collections Bureau, Delinq. Account Collection, $52.56; Culligan of Brookings, Bottled Water, $66.00; Dakota Riggers & Tool Supply, Inc, Supplies, $341.31; Dept Of The Treasury, Federal Tax, $6790.66; DGR Engineering Inc, Engineering Services, $1728.50; DHE, LLC, Maintenance Fee, $700.00; Digi-Key 2549377, Systems/Cabling Inv, $326.74; Ditch Witch UnderCon, Supplies/Work Equip Maint, $676.99; Double K Sales & Detailing LLC, Work Equipment Maintenance, $710.13; Einspahr Auto Plaza, Vehicle Maintenance, $75.25; ePlus Technology, Inc, ISP Support/ Equipment, $1204.18; Eurofins Eaton Analytical LLC, Analysis, $825.00; FanDuel Sports Network, Contract Fee, $3026.00; First Bank & Trust, Bank Processing Fee, $1.00; Flexible Pipe Tools & Equip, Work Equip Maintenance/Supplies, $413.90; Foerster Supply Inc, Supplies, $891.00; Fox Corporation, Contract Fee, $186.76; Franz Reprographics, Inc, Plotter Maintenance, $165.00; Genesee & Wyoming Railroad Services Inc, Railroad Permits, $10000.00; Golden West Technologies Inc., Tech Support, $3901.36; GP Auto Service & Repair, Vehicle Maintenance, $74.13; Grainger, Supplies, $1163.76; Graybar Electric

Company, 3K LED Holophane Lights, $24576.00; Graybar Electric Company, 4K LED Holophane Lights, $24576.00; Graybar Electric Company, Collector/Highway LED Cobra Heads, $52780.00; Graybar Electric Company, Supplies, $422.76; Graybar Electric Company, Systems/Cabling Inv, $1612.46; Gridor Const., Inc., Water Treatment Plant, $718340.00; Hawkins Inc, Chemicals, $19542.36; HDR, Inc, Engineering Service, $34877.50; Henkin Schultz Inc, Communications Consulting, $1800.00; Homestead Do It Center, Supplies, $59.39; Hometown Service & Tire LLC, Vehicle Maintenance, $657.77; Industrial Machine & Engineering, LLC, Repairs/Supplies, $375.00; Innovative Systems, LLC, Software/Hardware Maintenance, $22995.00; Interstate All Battery Center, Supplies, $840.00; Interstate Telecommunications Cooperative, Telephone Expense, $351.48; Jackrabbit Tire & Service, Inc, Work Equipment Maintenance, $25.75; Loban, Darin, CDL Renewal, $45.00; Lowe's, Supplies, $44.63; Lumen, Telco Settlement, $272.22; M. J. Dalsin Co., Roof Repair, $2187.88; Mack, Scott, Travel, $1335.96; Martin's Inc, Diesel/Oil, $336.15; Matheson Tri-Gas Inc, Supplies, $337.16; Midcontinent Communications, Contract Fee, $711.45; Midwest Glass LLC, Supplies/Repairs, $1121.25; Missouri River Energy Services, Registration, $300.00; NCTC, TV Programs Fee, $87063.33; New Tec Inc., Equipment Maintenance, $491.19; Nexstar Broadcasting, Inc., Contract Fee, $16091.54; Northwestern Energy, Natural Gas, $17.35; Paragon Health & Wellness, Drug Screening, $98.00; Pests B Dead LLC, Pest Control, $225.00; Pete Lien & Sons Inc, Chemicals, $57586.12; Pinnacle Marketing Group, Directory Publication, $7633.77; Pizza Ranch, Event Supplies, $217.86; Prunty Construction Co, Inc, Raw/Treated Water Pipelines, $428957.09; Prussman Contracting Inc, Main Repair, $3211.73; Quadient, Inc., Postage Meter Maintenance, $1463.00; Runnings, Supplies, $201.20; Schoon's Pump N' Pak, Vehicle Gasoline, $2605.33; SD Dept of Health Lab Remit Center, Testing W-WW Samples, $2075.00; SD Dept of Rev, Enhanced 911, $9578.52; SD Treasurer, Sales/Excise Tax, $19156.44; SDN Communications, Circuit Lease, $2347.11; Sentry, LLC, Wellfield Expansion, $354344.35; South Dakota One Call, Locate Fee, $513.45; Springbrook, Credit Card Processing Fee, $2744.04; Springbrook Holding Company LLC, Software Support, $6860.00; Stan Houston Equipment Co Inc, Supplies, $533.40; Straub, Ronnie, Travel, $170.00; Stuart C. Irby, Supplies, $1614.00; Sturdevant's Auto Value, Supplies, $163.53; Swiftel Communications, Office Phone Bill, $204249.28; The Brookings Register, Advertising/Legals, $1062.05; Thryv, Inc, Advertising, $461.85; Titan Machinery, Inc, Work Equipment Maintenance, $94.02; T-Mobile, PCS Phone Service, $55.73; Town & Country Shopper Inc., Advertising, $600.00; United Parcel Service, Freight, $47.22; United States Postal Service, Postage, $11000.00; Universal Service Adm. Co, USAC Contribution, $31338.94; US Postmaster-Bkgs, Annual Permit Fee, $670.00; USA Bluebook, Supplies, $1335.69; Wage Works, Inc, Benefit Plan Fee, $131.25; Walker & Associates Inc, Supplies, $1153.53; Wesco, Supplies, $5175.30; Xcel Energy/NSP, Utility Bill, $15.61; Yorkshire Eye Clinic & Optical, Safety Glasses, $350.00; Abraham, Ally, Telephone Refund, $46.63; Alwin, Natalie, Telephone Refund, $16.33; ANDERSEN, SHANIA, Refund Check, $385.24; Anderson, Kirsten, Telephone Refund, $26.67; Aspaas, Jacob, Telephone Refund, $17.75; Banks, Caleb, Telephone Refund, $44.54; Barstad, Jaelen, Telephone Refund, $34.43; Bebeau, Faren, Telephone Refund, $26.67; Blakhart, Callos, Telephone Refund, $52.43; Clemons, Alex, Telephone Refund, $34.43; Cooper, Max, Telephone Refund, $33.90; Darling, Jack, Telephone Refund, $33.90; Determan, Halle, Telephone Refund, $33.90; Duncan, Michelle, Telephone Refund, $150.89; English, Dean, Telephone Refund, $33.90; Folkerts, Kendra, Telephone Refund, $30.51; FOSTER, GREGORY C, Refund Check, $165.74; Gromer, Tyler, Telephone Refund, $53.89; Hansen, Elizabeth, Telephone Refund, $47.98; Hanson, Taylor, Telephone Refund, $15.17; Heitkamp, Hiltyn, Telephone Refund, $30.98; Hodson, Danny, Telephone Refund, $13.11; Johnson, Jenna, Telephone Refund, $70.23; Jungemann, James, Telephone Refund, $58.48; Kardash, Kaylee, Telephone Refund, $30.32; Koehl, Charles, Telephone Refund, $22.53; Kreber, Brandon, Telephone Refund, $15.60; MATTHES, SAM, Refund Check, $335.71; MATTHES, SAM, Refund Check, $150.99; McBride, Brighton, Telephone Refund, $57.63; Meyer, Fred, Telephone Refund, $22.81; Miley, Kevin, Telephone Refund, $54.48; Moritz, Marlys, Telephone Refund, $59.47; Nagel, Kelcy, Telephone Refund, $30.32; Orr, Kaitlyn, Telephone Refund, $26.67; Prouty, Ava, Telephone Refund, $36.82; Prouty, Kasen, Telephone Refund, $81.06; Sampson, James, Telephone Refund, $9.25; Sateren, Aidan, Telephone Refund, $33.90; Schmit, Luke, Telephone Refund, $40.57; Schulte, Jenna, Telephone Refund, $30.51; Scott, Maxwell, Telephone Refund, $28.40; Sonnenburg, Rebecca, Telephone Refund, $170.00; Thiesse, Janesa, Telephone Refund, $6.83; Tobin, Hadley, Telephone Refund, $26.67; Turgasen, Logan, Telephone Refund, $33.90; Van Egdom, Katie, Telephone Refund, $35.41; Venhuizen, Derek, Telephone Refund, $18.67; Werk, Matthew, Telephone Refund, $26.67; Wilber, Madelynne, Telephone Refund, $27.24; Wirebaugh, Hayley, Telephone Refund, $33.90; Zimmer, Isabella, Telephone Refund, $37.33;

PERSONNEL INFORMATION

Department Salaries (May): Electric, $283,891.20; Water, $151,571.39; Wastewater, $125,035.35; Telephone, $333,982.17; Retirement, $51,379.44; Social Security, $62,941.96; Insurance, $128,491.76; Deferred Comp, $16,981.89.

Salary Changes: M. Scott, $25.32.

New Employees: M. Redmond, $19.85; T. Burgau, $21.99; G. Bachman, $19.85; C. Merritt, $21.99; V. Fishback, $300.00/mo.; C. Kelsey, $19.85; P. Wolf, $19.85; A. Anderson, $19.85; C. Hubbard, $24.20; N. Archer, $23.23.

ADDENDA TO AGREEMENTS FOR COOPERATIVE INVESTIGATIONS WITH SDSU

Motion was made by Hansen that the following Resolution No. 14-26 be approved.

RESOLUTION NO. 14 - 26

RESOLUTION APPROVING ADDENDA TO AGREEMENT
FOR COOPERATIVE INVESTIGATIONS WITH
SOUTH DAKOTA STATE UNIVERSITY

BE IT RESOLVED by the Brookings Municipal Utilities Board (the Board) that:

1. The Addenda entitled "Addenda to Agreement for Cooperative Investigations" with South Dakota State University be hereby approved.

2. The President of the Board and/or Executive Vice President/General Manager be hereby authorized to execute the approved contract documents.

Adopted this 8th day of June, 2026.

ATTEST:

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Spencer Hawley, Secretary Doug Carruthers, President

The motion was seconded by Bartels. All members present voted in favor of the motion.

APPLICATION FOR WATER/SEWER CONNECTION – LEGACY ADDITION

Motion was made by Hawley, seconded by Hansen that the application for extension for water and sewer mains and connection into the city water and sewer system in the Legacy Addition – east of 34th Avenue requested by I Cor 3:9 LLC be approved. All members present voted in favor of the motion.

SURPLUS EQUIPMENT TO BE SOLD

Motion was made by Bartels that the following Resolution No. 15-26 be approved.

RESOLUTION NO. 15 - 26

RESOLUTION ORDERING DISPOSITION OF SURPLUS EQUIPMENT TO BE SOLD

WHEREAS the city of Brookings Municipal Utilities owns property which is no longer necessary, useful or suitable for municipal purposes; and

WHEREAS said property is as follows:

2012 Chevrolet Silverado 3500HD 4WD Double Cab Pickup
S/N: 1GC1KXCGXCF199138

NOW, THEREFORE, BE IT RESOLVED by the Brookings Municipal Utilities Board that the Board hereby orders that the above referenced property be declared surplus equipment to be sold in accordance with the provision of SDCL 6-13.

Adopted this 8th day of June, 2026.

ATTEST:

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Spence Hawley, secretary Doug Carruthers, President

The motion was seconded by Fishback. All members present voted in favor of the motion.

RESCHEDULE JULY 13 UTILITY BOARD MEETING

Motion was made by Hawley, seconded by Bartels to reschedule the regular Utility Board Meeting scheduled for July 13, 2026, to July 17, 2026, at 1:00 p.m. at the Utility Building. All members present voted in favor of the motion.

EXECUTIVE SESSION

Motion was made by Hansen, seconded by Hawley that the Board adjourn to an executive session to consult with legal counsel and review communications from legal counsel about proposed or pending litigation or contractual matters and discuss marketing or pricing strategies and personnel. All members present voted in favor of the motion.

The Board reconvened in open session.

ADJOURNMENT

The meeting adjourned.

ATTEST:

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Spence Hawley, Secretary Doug Carruthers, President