

The regular meeting of the Municipal Utilities Board was held at 1:00 p.m. on Monday, February 9, 2026, at the Utility Building with the following members present: Bartels, Harvey, Hansen, Hawley, President Carruthers and City Council Liaison Avery.

ADOPTION OF AGENDA

The agenda was adopted.

MINUTES

Minutes of the regular meeting held January 12, 2026, and the special meeting held January 26, 2026, were read and approved.

APPROVAL OF BILLS AND CLAIMS

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

Advanced Analytical Solutions, Supplies, \$621.61; Allegra, Printed Supplies, \$559.96; AT & T Mobility, PCS Phone Service, \$3449.86; Austreim Excavating, Equipment Rental, \$2072.38; Auto Pro SD LLC, Supplies, \$483.50; Axtell, Nicholas, Travel, \$154.55; Bluefin Payment Systems, Credit Card Processing Fee, \$15031.63; Bobcat Of Brookings, Supplies, \$710.37; Border States Elec Supply, Inc, Supplies, \$12638.70; Border States Elec Supply, Inc, Systems/Cabling Inv, \$53.16; Border States Elec Supply, Inc, Uniforms, \$1646.24; Brookings Credit Bureau & Collection Agency, Delinq. Account Collection, \$266.11; Brookings Dumpster Service, Sanitation Service, \$569.26; Brookings Engraving, Supplies, \$28.50; Brookings Municipal Utilities, Office Utility Bill, \$52401.48; Brookings Municipal Utilities, Petty Cash, \$64.00; Brookings Radio, Advertising, \$2400.00; Brookings Regional Growth Alliance, Membership Dues, \$5000.00; Brutty, Devon, Travel, \$154.55; Builders FirstSource, Supplies, \$60.47; Business Track, Credit Card Processing Fee, \$7890.45; Card Connect, Credit Card Processing Fee, \$10305.27; Carquest Auto Supply, Work Equip Maintenance/Supplies, \$1564.17; Century Link, Telephone Expense, \$144.24; City of Brookings, Contract Fee, \$6478.51; Coast To Coast Calibrations, Repair/Service, \$421.00; Cole Papers Inc., Work Equipment Maintenance, \$122.83; Cooperative Network Services, LLC, Consulting Fees, \$962.50; Courtesy Plumbing Inc., Repair/Supplies, \$167.45; Credit Collections Bureau, Delinq. Account Collection, \$969.01; Culligan of Brookings, Bottled Water, \$66.00; Cummins Inc, Generator Maintenance, \$2934.29; Dept Of The Treasury, Federal Tax, \$4870.33; Ditch Witch UnderCon, Supplies/Work Equip Maint, \$814.11; FanDuel Sports Network, Contract Fee, \$2775.14; Fastenal Company, Supplies, \$725.10; First Bank & Trust, Bank Processing Fee, \$1.25; First Bank & Trust - Visa, Supplies, \$705.55; FixIt Shop, Supplies, \$378.00; Foerster Supply Inc, Supplies, \$186.00; Foerster Testing Limited, Compaction Tests, \$195.00; Fox Corporation, Contract Fee, \$195.40; Fox Scientific Inc., Supplies, \$1860.68; Franz Reprographics, Inc, Plotter Maintenance, \$184.46; Golden West Technologies Inc., Tech

Support, \$3658.64; Grainger, Supplies, \$2601.99; Graybar Electric Company, Supplies, \$400.16; Great Northern Environmental, LLC, Supplies, \$3412.86; Gridor Const., Inc., Water Treatment Plant, \$182027.00; Hawkins Inc, Chemicals, \$10884.97; HDR, Inc, Engineering Service, \$3766.25; Helsper, McCarty, & Rasmussen, PC, Legal Service, \$1987.50; Henkin Schultz Inc, Communications Consulting, \$2250.00; Homestead Do It Center, Supplies, \$11.59; Homestead Meats, LLC, Event Supplies, \$200.00; Hometown Service & Tire LLC, Vehicle Maintenance, \$841.00; Industrial Machine & Engineering, LLC, Repairs/Supplies, \$156.25; Innovative Systems, LLC, Software/Hardware Maintenance, \$22995.00; Interstate All Battery Center, Supplies, \$239.80; Interstate Telecommunications Cooperative, Telephone Expense, \$351.06; Jenne, Inc, Systems/Cabling Inv, \$28351.33; Koch, Tyler, CDL Renewal, \$45.00; Krier & Blain Inc, HVAC Maintenance, \$721.34; Kruse, Isaac, Travel, \$154.55; Lewis Drug Inc, Supplies, \$41.07; Lincoln County Treasurer, Drainage Fee, \$215.77; Lowe's, Supplies, \$1110.45; Malloy Electric, Repairs/Supplies, \$843.08; Matheson Tri-Gas Inc, Supplies, \$347.87; Midcontinent Communications, Contract Fee, \$749.70; MVTL Laboratories Inc., Wastewater Analysis, \$250.72; NCTC, TV Programs Fee, \$87267.74; Nexstar Broadcasting, Inc., Contract Fee, \$16007.56; Northwestern Energy, Gas Line Repair, \$219.16; Northwestern Energy, Natural Gas, \$2874.35; Outlaw Graphics, Supplies/Decals, \$260.00; Pete Lien & Sons Inc, Chemicals, \$16084.54; Pinnacle Marketing Group, Directory Publication, \$7633.77; Preferred Mechanical, Shop Heater/Installation, \$10061.79; Quadient, Inc., Postage Meter Rental, \$832.00; Ramsdell F&M Ltd., LP Fill, \$70.20; RC First Aid, Supplies, \$456.00; Runnings, Supplies, \$2044.13; SD Dept of Rev, Enhanced 911, \$10607.52; SD Telecom Association, Assessment, \$11143.70; SD Treasurer, Sales/Excise Tax, \$19244.02; SDN Communications, Circuit Lease, \$4844.24; Sentry, LLC, Wellfield Expansion, \$326700.00; Sioux Valley Environmental, Inc, Supplies, \$250.00; South Dakota One Call, Locate Fee, \$34.65; Springbrook, Credit Card Processing Fee, \$2849.33; Springbrook Holding Company LLC, Software Support, \$6605.00; Springbrook Holding Company LLC, Training, \$750.00; SPX Aids To Navigation, Monitoring Service, \$480.00; Stuart C. Irby, Fiberglass Box Pads, \$8800.00; Stuart C. Irby, Supplies, \$9665.00; Sturdevant's Auto Value, Supplies, \$385.69; Swiftel Communications, Office Phone Bill, \$182796.41; Thryv, Inc, Advertising, \$461.85; T-Mobile, PCS Phone Service, \$55.22; Traffic Control Corporation, Supplies, \$1694.00; Travel Leaders, Air Fare, \$2836.34; Trojan Technologies Corp, Supplies, \$2669.00; United Parcel Service, Freight, \$44.68; United States Postal Service, Postage, \$11000.00; Universal Service Adm. Co, USAC Contribution, \$31399.31; USA Bluebook, Supplies, \$1923.41; Vanderwal, Todd, Travel, \$74.80; Vermeer High Plains, Supplies, \$1966.87; Volkers, Jason, Travel, \$154.55; Wage Works, Inc, Benefit Plan Fee, \$138.75; Wesco, Supplies, \$-2663.92; Wesco, URD Primary Conductor, \$183620.58; WW Tire Service Inc, Work Equipment Maintenance, \$234.20; Xcel Energy/NSP, Utility Bill, \$20.87; Young Door Service, Inc., Labor/Repair, \$377.64; DALO CONSTRUCTION, Refund Check, \$350.00; Dodds, Cheyenne, Telephone Refund, \$217.92; HARBOSKY, JOHN, Refund Check, \$168.31; HESLER, LOUIS, Refund Check, \$11.36; Jewett, Michelle & Michael, Telephone Refund, \$5.37; KING WEST ESTATES LP, Refund Check, \$1272.56; Legacy Insurance, Telephone Refund, \$79.41; Norton, Don & E Kay, Telephone Refund, \$137.44; Perry, Joybeth, Telephone Refund, \$35.87; Schuler, Jaylyn, Telephone Refund, \$107.92

PERSONNEL INFORMATION

Department Salaries (January): Electric, \$282,806.82; Water, \$144,971.64; Wastewater, \$131,438.98; Telephone, \$350,634.96; Retirement, \$53,255.51; Social Security, \$64,807.78; Insurance, \$126,675.57; Deferred Comp, \$17,307.09.

Salary Changes: L. Julius, \$110.48; M. Stearns, \$35.85; K. McClain, \$33.84.

EXECUTIVE SESSION

Motion was made by Hawley, seconded by Harvey to 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.

INVITATION FOR CITIZEN INPUT

Representatives from Bel Brands and the Brookings Chamber were present to discuss water service to Bel Brands for a proposed building expansion.

QUARTERLY FINANCIAL REVIEW

Due to time constraints, the Quarterly Financial Review was removed from the agenda but will be held at the March 9, 2026 Utility Board Meeting.

SCHOLARSHIP PROGRAM REVIEW

An annual review of the BMU Scholarship Program was held. The consensus of the Board was to keep the scholarship program the same by offering 3 - \$1,000 scholarships to three recipients per the current guidelines.

AUTHORIZATION TO PURCHASE GASOLINE FOR BMU FOR 2026

Motion was made by Hansen, seconded by Harvey that in compliance with SDCL 5-18-25 and after soliciting quotations from 14 suppliers on quotation forms on file in the office of the Executive Vice President/General Manager for BMU's fuel needs for 2026, the following quotations were received and a contract will be entered into with Schoon's Pump 'N Pak of Brookings. All members voted in favor of the motion.

	Unleaded Gasoline	
	Market Amount	Over the Rack Price
	<u>With Ethanol</u>	<u>Without Ethanol</u>
Schoon's Pump 'N Pak	.0294¢	.0294¢
Martin Oil	.249¢	.249¢

INTERCONNECTION AGREEMENT WITH WESTERN MINNESOTA MUNICIPAL

Motion was made by Hansen that the following Resolution No. 3-26 be approved.

RESOLUTION NO. 3 - 26

RESOLUTION APPROVING INTERCONNECTION
AGREEMENT WITH WESTERN MINNESOTA
MUNICIPAL POWER AGENCY

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

1. The Agreement entitled "Interconnection Agreement" with Western Minnesota Municipal Power Agency 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 9th day of February, 2026.

ATTEST:

Spencer Hawley, Secretary

Doug Carruthers, President

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

SURPLUS EQUIPMENT TO BE SOLD

Motion was made by Hansen that the following Resolution No. 4-26 be approved.

RESOLUTION NO. 4 - 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:

2000 Workhorse Stepside Van
VIN: 5B4HP32R6Y3321083
1983 International Yellow Dump Truck
VIN: 2HTAA1750DCA12355
2001 Ford Econoline Full Size Van
VIN: 1FMRE11W61HB38223

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 9th day of February, 2026.

ATTEST:

Spence Hawley, Secretary

Doug Carruthers, President

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

BIDS

HYDRANTS, VALVES AND RELATED SUPPLIES – WATER DEPARTMENT

	<u>HYDRANTS</u>	<u>VALVES</u>
DSG	NO BID	\$56,897.85
Ferguson	\$80,083.80	\$60,576.40
Win Water - SF	NO BID	\$59,901.95
Win Water – Milbank	NO BID	\$59,118.91
Core & Maintenance	\$78,728.06	\$58,973.54

Motion was made by Harvey, seconded by Hawley that the following low bids be approved: DSG for Valves in the amount of \$56,897.85 and Core & Main in the amount of \$78,728.06; and that, after reviewing the contract for the above bids, that the President of the Board and/or Executive Vice President/General Manager be authorized to execute the approved contract documents. All members present voted in favor of the motion.

ADJOURNMENT

The meeting adjourned.

ATTEST:

Seth Hansen, Secretary

Tim Harvey, President

