Municipal Utilities Board May 11, 2026
City of Brookings

The regular meeting of the Municipal Utilities Board was held at 1:00 p.m. on Monday, May 11, 2026, at the Utility Building with the following members present: Bartels, Fishback, Hansen, Hawley, President Carruthers and City Council Liaison Specker.

ADOPTION OF AGENDA

The agenda was adopted.

ELECTION OF OFFICERS

Motion was made by Bartels, seconded by Fishback to nominate Doug Carruthers to President of the Board, Seth Hansen to Vice President of the Board and Spence Hawley to Secretary of the Board. All members present voted in favor of the motion.

Motion was made by Bartels, seconded by Fishback that nominations cease and a unanimous ballot be cast for Doug Carruthers to President of the Board, Seth Hansen to Vice President of the Board and Spence Hawley to Secretary of the Board. All members present voted in favor of the motion.

All members present voted in favor of the motion.

MINUTES

Minutes of the regular meeting held April 17, 2026, and the special meeting held April 27, 2026, were read and approved.

APPROVAL OF BILLS AND CLAIMS

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

605 Custom Design LLC, Uniforms, $1894.00; Anixter Inc, Systems/Cabling Inv, $196.94; Appeara, Supplies, $38.18; AT & T Mobility, PCS Phone Service, $3534.75; Aureon Network Services, LNP Fees, $120.00; Bachmann Industries, LLC, Inverter Modules, $38076.53; Bluefin Payment Systems, Credit Card Processing Fee, $15161.58; Bobcat Of Brookings, Supplies, $1475.00; Border States Elec Supply, Inc, Supplies, $1583.37; Brookings Dumpster Service, Sanitation Service, $569.26; Brookings Municipal Utilities, Office Utility Bill, $54508.85; Brookings Radio, Advertising, $1500.00; Buhls Dry Cleaners & Linen Supply, Rug/Supplies, $243.10; Business Track, Credit Card Processing Fee, $7485.22; Cable Connection & Supply Co Inc, Supplies, $106.27; Calix Inc., Inventory, $893.11; Card Connect, Credit Card Processing Fee, $10760.12; Carquest Auto Supply, Work Equip Maintenance/Supplies, $1023.82; CDW Government Inc, Computer Equipment/Supplies, $653.40; Century Business Products, Inc, Printer/Copier Maintenance, $1386.68; City of Brookings, Contract Fee, $6402.08; Climate

Systems Inc, HVAC Maintenance, $2535.00; Core & Main, Supplies, $678.44; Core Telecom Systems Inc, Supplies, $774.20; Courtesy Plumbing Inc., Repair/Supplies, $42.75; Credit Collections Bureau, Delinq. Account Collection, $321.65; Culligan of Brookings, Bottled Water, $66.00; Dakota Supply Group Inc, PON Power Meter, $3597.92; Dakota Supply Group Inc, Supplies, $4217.00; Dakota Supply Group Inc, Systems/Cabling Inv, $863.95; Dakota Supply Group Inc, Water Meters, $18500.00; Dave's Window Cleaning, Inc, Window Service, $108.00; Denison, Devin, Travel, $102.00; Dept Of The Treasury, Federal Tax, $4660.15; DHE, LLC, Maintenance Fee, $700.00; Express Communications, Inc., Telco Settlement, $9620.86; FanDuel Sports Network, Contract Fee, $3061.60; Fastenal Company, Supplies, $468.00; First Bank & Trust, Bank Processing Fee, $1.25; First Bank & Trust - Visa, Supplies, $3151.08; Flexible Pipe Tools & Equip, Work Equip Maintenance/Supplies, $2404.60; Foerster Supply Inc, Supplies, $293.00; Fox Corporation, Contract Fee, $188.46; Franz Reprographics, Inc, Plotter Maintenance, $165.00; G & R Controls, Inc, Equipment Repair/Supplies, $841.07; Golden West Technologies Inc., Tech Support, $3386.32; Goldfield Telecom LC, Systems/Cabling Inv, $3609.63; Graybar Electric Company, Supplies, $1058.35; Graybar Electric Company, Systems/Cabling Inv, $672.00; Great Northern Environmental, LLC, Supplies, $3660.00; Hawkins Inc, Chemicals, $12744.53; Hillyard/Sioux Falls, Janitorial Supplies, $1720.01; Homestead Do It Center, Supplies, $9.77; ICIMS Inc, Subscription Fees, $918.39; Industrial Machine & Engineering, LLC, Repairs/Supplies, $720.00; Innovative Systems, LLC, Annual Video Subscription, $58938.15; Innovative Systems, LLC, Software/Hardware Maintenance, $22995.00; Interstate Telecommunications Cooperative, Telephone Expense, $360.76; Jackrabbit Tire & Service, Inc, Work Equipment Maintenance, $89.03; Jenne, Inc, Systems/Cabling Inv, $2394.44; John Deere Financial, Supplies, $31.80; Kindt, Scott, CDL Renewal, $45.00; Klein Electronics, Inc., Supplies, $1560.91; Kodru Equipment, LLC, Supplies, $4254.81; Kuechenmeister, Mark, Travel, $212.07; Landsman, Alex, Travel, $81.60; Lower, Bill, Travel, $81.60; Lowe's, Supplies, $1208.21; Lowe's, Systems/Cabling Inv, $6.63; Lumen, Telco Settlement, $272.22; Maher, Ned, CDL Renewal, $43.00; Martin's Inc, Diesel/Oil, $150.75; Matheson Tri-Gas Inc, Supplies, $591.77; Midcontinent Communications, Contract Fee, $722.16; Midwest Underground Supply, LLC, Vacuum Excavator, $89000.00; Mike's Pro Carpet Cleaning, Carpet Cleaning, $2300.00; Millennium, Supplies, $106.09; MVTL Laboratories Inc., Wastewater Analysis, $109.50; NCTC, TV Programs Fee, $87251.98; Nelson, Brian K, CDL Renewal, $45.00; Neuman, Hunter, CDL Renewal, $65.00; Neuman, Hunter, Travel, $102.00; Nexstar Broadcasting, Inc., Contract Fee, $16140.13; Northwestern Energy, Natural Gas, $3563.10; NRECA, Publication, $72.00; Office Peeps Inc, Supplies, $1721.68; Peterson, Brian, CDL Renewal, $43.00; Pinnacle Marketing Group, Directory Publication, $7633.77; Pizza Ranch, Event Supplies, $55.96; Prunty Construction Co, Inc, Raw/Treated Water Pipelines, $618061.61; Prussman Contracting Inc, Aurora Meter Pit, $2734.11; Quadient, Inc., Postage Meter Rental, $832.00; Ramsdell F&M Ltd., LP Fill, $13.86; Riverside Technologies, Inc., Computer Supplies, $950.00; Riverside Technologies, Inc., Transceivers, $4830.00; Runnings, Supplies, $2706.65; Schoon's Pump N' Pak, Vehicle Gasoline, $3470.48; SD Dept of Health Lab Remit Center, Testing W-WW Samples, $1462.00; SD Dept of Rev, Enhanced 911, $9878.40; SD Public Utilities Comm, Gross Receipts Tax, $6020.71; SD State Treasurer, Communication Impaired Fee, $1328.60; SD Treasurer, Sales/Excise Tax, $18971.13; SDN Communications, Circuit Lease, $16995.11; Sentry, LLC, Wellfield Expansion, $604003.56; South Dakota Newspaper Services. Inc, Employment Advertising, $289.94; South Dakota One Call, Locate Fee, $520.80; Springbrook Holding Company LLC, Software Support, $6653.00; Stuart C. Irby, Supplies, $1885.80; Sturdevant's Auto Value, Supplies, $47.96; Swiftel Communications, Office Phone Bill, $177746.87; TelVue Corporation, Hardware/Software/Support, $742.50; The UPS Store 5064, Freight, $817.72; Thryv, Inc, Advertising, $461.85; Tower Systems, Inc, Systems/Cabling Inv, $5699.76; Trojan Technologies Corp, Supplies, $3414.91; Two Way Solutions Inc, Repairs/Supplies, $509.79; United Parcel Service, Freight, $110.70; United States Postal Service, Postage, $11000.00; Universal Service Adm. Co, USAC Contribution, $31338.94; Wage Works, Inc, Benefit Plan Fee, $135.00; Wesco, Supplies, $667.25; Xcel Energy/NSP, Utility Bill, $15.73; Brownell, Jenna, Telephone Refund, $56.77; Casey's General Store, Conserve/Demand Incentive, $3450.00; Comcast Business Services, Telephone Refund, $47.55; Epps, Chase, Telephone Refund, $35.23; GALLARDO, JAQUELINE, Refund Check, $164.58; HUTH, CHARLES M, Refund Check, $30.58; Jesperson, Matthew, Telephone Refund, $82.44; Larson, Duane, Telephone Refund, $82.86; Nguru, Simon, Telephone Refund, $47.43; Peterson, Ronald, Telephone Refund, $17.27; Powershop Gym/Timeless Fitness, Telephone Refund, $25.54; SEQUITOR AMERICA LLC, Refund Check, $865.50; Shallcross, Nathan, Telephone Refund, $7.49; SMIDT APARTMENTS, Refund Check, $41.63; Smith, Geoffrey, Telephone Refund, $18.45; Thorstenson, Jenna, Telephone Refund, $65.90; Walters, Marissa, Telephone Refund, $55.34; YONKER, MARISSA, Refund Check, $45.47;

PERSONNEL INFORMATION

Department Salaries (April): Electric, $279,682.04; Water, $149,241.97; Wastewater, $126,993.15; Telephone, $345,538.42; Retirement, $52,523.64; Social Security, $64,271.08; Insurance, $126,675.57; Deferred Comp, $17,456.56.

Salary Changes: N. Vandersnick, $33.60; A. Landsman, $33.60; H. Neuman, $31.73; Z. Barthel, $27.65; S. Stulken, $34.58; K. McClain, $33.84

New Employees: W. Hougland, $32.27

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. All members present voted in favor of the motion.

The Board reconvened in open session.

AUTHORIZATION TO TAKE ACTION ON WELLHEAD PROTECTION EFFORTS

Motion was made by Hawley, seconded by Hansen to authorize the staff to negotiate and enter into a real estate purchasing agreement of Ida Slocum’s acreage for the purpose of wellhead protection, which agreement will be contingent upon final approval by the Board. All members present voted in favor of the motion.

QUARTERLY FINANCIAL REVIEW

Yura Chong-Elverud, Chief Financial Officer, presented a quarterly financial review of first quarter of 2026.

BIDS

AWARDING OF BIDS

WATER MAIN TO WASTEWATER PLANT

Halme Inc.	$475,944.60
Basin Construction & Drain Tile LLC	$476,221.00
Winter Contracting	$520,000.00
LL & Sons Excavating Inc.	$528,660.75
H & W Contracting LLC	$532,148.58
Prunty Construction	$546,242.00
Meyers Service Inc.	$553,338.90
J&J Earthworks Inc.	$619,984.50

Motion was made by Bartels, seconded by Hawley that the bid of Halme Inc. in the amount of $475,944.60 be approved for the Water Main to the WWTP; and that, after reviewing the contract for the above bid, 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.

TELECOMMUNICATIONS STRATEGIC PRIORITIES

Curt Kabris, Swiftel Operations Manager, reported on the Telecommunications Department strategic priorities. No action was taken.

EXECUTIVE SESSION

Motion was made by Bartels, seconded by Hawley to adjourn to an executive session for the purpose of discussing personnel. All members present voted in favor of the motion.

ADJOURNMENT

The meeting adjourned.

ATTEST:

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Spence Hawley, Secretary	Doug Carruthers, President