

The regular meeting of the Municipal Utilities Board was held at 1:00 p.m. on Monday, June 12, 2023, at the Utility building with the following members present: Bartels, Carruthers, Hansen, Hawley, President Harvey and City Council Liaison Avery.

ADOPTION OF AGENDA

The agenda was adopted.

MINUTES

Minutes of the regular meeting held May 9, 2023, and the special meeting held May 22, 2023, 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.

605 Custom Design LLC, Uniforms, \$270.00; Advanced Engineering & Environmental Service, Engineering Services, \$35829.89; Advanced Media Technologies Inc, Systems/Cabling Inv, \$950.00; Agritech, Equipment Rental, \$250.00; Allegra, Printed Supplies, \$3405.20; AMP Electric Construction Inc, Labor/Supplies, \$116.48; Appera, Supplies, \$63.14; AT & T, Telco Settlement, \$645.65; AT & T Mobility, PCS Phone Service, \$2667.33; Atlas Copco Compressors LLC, Equip Maintenance, \$4794.18; Aureon Network Services, LNP Fees, \$60.00; Austreim Excavating, Gravel Blading, \$1220.18; Authorize.Net, Credit Card Processing Fee, \$176.45; Avera Medical Group Occupation, Drug Screening, \$70.36; Badger Communications, Systems/Cabling Inv, \$5190.34; Bally Sports North, Contract Fee, \$8372.96; Bendix Inc., Printer/Copier Maintenance, \$3693.76; Bierschbach Equipment, Supplies, \$1620.00; Blooston & Mordkofsky, Legal Service, \$1018.75; Bluefin Payment Systems, Credit Card Processing Fee, \$12263.44; Border States Elec Supply, Supplies, \$3803.77; Border States Elec Supply, Systems/Cabling Inv, \$63.80; Border States Elec Supply, Uniforms, \$1641.56; Bowes Construction Inc, Asphalt, \$815.15; Bridle Estates, Sewer Charge Reimbursement, \$5361.00; Brookings Auto Mall, 2023 3/4 Ton Double Cab Pickup, \$35564.00; Brookings Auto Mall, Vehicle Maintenance, \$85.05; Brookings County Finance Office, License, \$26.70; Brookings County Sheriff, Sheriff's Fee, \$55.00; Brookings Credit Bureau & Collection Agency, Delinq. Account Collection, \$28.52; Brookings Dumpster Service, Sanitation Service, \$368.22; Brookings Municipal Utilities, Office Utility Bill, \$52655.35; Brookings Municipal Utilities, Petty Cash, \$32.00; BSG Clearing Solutions, Telco Settlement, \$17.49; Builders FirstSource, Supplies, \$218.27; Business Track, Credit Card Processing Fee, \$9281.94; Calix Inc., Inventory, \$17192.90; Calix Inc., Support Agreement, \$5977.06; Carquest Auto Supply, Work Equip Maintenance/Supplies, \$394.85; Carus LLC, Chemicals, \$6006.00; CDW Government Inc,

Computer Supplies/Support, \$997.43; Central Bank, Employee Recognition, \$213.00; Century Business Products, Printer/Copier Maintenance, \$1505.88; Century Link, Telephone Expense, \$63.02; Choice IT Global LLC, Supplies, \$91.75; City of Brookings, Contract Fee, \$7251.92; City of Brookings Landfill, Landfill Fee, \$447.72; Cole Papers Inc., Solution Tank, \$2000.78; Complete Plumbing Inc., Sump Pump Program, \$1568.06; Cook, Tanner, Travel, \$35.40; Core & Main, Sump Pump Program, \$1254.31; Core & Main, Supplies, \$15632.71; Courtesy Plumbing Inc., Repair/Supplies, \$59.10; Credit Collections Bureau, Delinq. Account Collection, \$980.01; Culligan of Brookings, Bottled Water, \$75.00; Dakota Riggers & Tool Supply, Supplies, \$1206.09; Dakota Supply Group, Supplies, \$5203.18; Dave's Window Cleaning, Inc, Window Service, \$97.00; Dept Of The Treasury, Federal Tax, \$5908.88; Dept Of The Treasury, PCORI Fees, \$1894.50; DGR Engineering Inc, Engineering Service, \$21977.00; DHE, LLC, Maintenance Fee, \$1196.63; Ditch Witch UnderCon, Supplies/Work Equip Maint, \$2463.38; Environmental Laboratories, Inc, Water Analysis, \$925.00; Ethanol Products LLC, Chemicals, \$2358.00; Express Communications, Inc., Telco Settlement, \$10902.92; Fastenal Company, Supplies, \$1545.39; Federal Communications Commission, Tariff Filing, \$3650.00; Flexible Pipe Tools & Equip, Camera Van, \$60000.00; Flexible Pipe Tools & Equip, Supplies, \$775.75; Foerster Supply Inc, Supplies, \$848.50; Foerster Testing Limited, Compaction Tests, \$3875.00; Fox Scientific Inc., Supplies, \$1206.73; Franz Reprographics, Plotter Maintenance, \$173.41; Frontier Precision Inc, Supplies, \$734.60; Golden West Technologies Inc., Tech Support, \$4633.72; Goldfield Telecom LC, Supplies, \$1940.75; Grainger, Supplies, \$714.62; Gray Media Group Inc, Contract Fee, \$21165.66; Graybar Electric Company, Supplies, \$2656.57; Graybar Electric Company, Systems/Cabling Inv, \$408.03; Gridor Const., Inc., Water Treatment Plant, \$1892516.40; H & W Contracting, LLC, SW/SE Interceptor Replacement, \$1271052.89; Halgerson, Russ, Travel, \$76.65; Hawkins Inc, Chemicals, \$4240.50; Hawkins Inc, Supplies, \$1800.00; HDR, Inc, Engineering Service, \$83923.12; Highline Construction Inc., Transmission Line Repair, \$3720.00; Hillyard/Sioux Falls, Janitorial Supplies, \$660.13; Homestead Do It Center, Supplies, \$9.44; Interstate Telecommunications Cooperative, Telephone Expense, \$284.80; I-State Truck Center, Vehicle Maintenance, \$1851.20; Jackrabbit Tire Company, Work Equipment Maintenance, \$2047.45; Jimmy Johns #926, Meeting Supplies, \$53.40; John Deere Financial, Supplies, \$487.81; Johnson Garage Door, Supplies/Repair, \$173.40; Julius, Laura, Travel, \$144.10; Kindt, Scott, Travel, \$17.70; Krier & Blain Inc, HVAC Maintenance, \$1269.06; L G Everist Inc, Quartzite, \$1839.20; L G Everist Inc, Sump Pump Program, \$1461.12; Lewis Drug Inc, Supplies, \$51.96; Lumen, Telco Settlement, \$272.22; M & T Fire & Safety, Supplies, \$1062.66; Malloy Electric, Repairs/Supplies, \$319.34; Martin's Inc, Diesel/Oil, \$5037.42; Matheson Tri-Gas Inc, Supplies, \$296.91; Metering & Technology Solutions, Water Meters, \$6565.00; Meyer, Rodney, CDL License, \$33.00; Mid South Telecom, Repairs/Supplies, \$90.00; Mid South Telecom, System/Cabling Inv, \$2074.00; Midamerican Energy, Utility Bill, \$11.71; Midcontinent Comm., Contract Fee, \$685.52; Millborn Seeds Inc, Grass Seed/Fertilizer, \$77.50; Moss Adams LLP, Consulting Service, \$600.00; MVTL Laboratories Inc., Wastewater Analysis, \$511.50; Napa Auto Parts, Supplies, \$105.99; Nexstar Broadcasting, Inc., Contract Fee, \$10073.16; Northern Truck Equipment, Folding Boom Crane, \$4950.00; Northwestern Energy, Natural Gas, \$174.45; Office Peeps Inc, Supplies, \$172.12; Oil Price Information Service, LLC, Publication, \$486.00; OneNeck IT Solutions LLC, Computer Hardware/Consulting, \$627.12; Open System International, Inc, Annual SCADA Support, \$30383.00; Paragon Health & Wellness, Drug Screening, \$175.00; Pests B Dead LLC, Pest Control, \$170.00; Pete Lien & Sons Inc, Chemicals, \$11883.48; Peterson, Brian, Lawn Mower Parts, \$37.28; Plains Builders

Exchange, Inc, Membership Dues, \$1256.00; Pneumatic Specialties Inc, Supplies, \$951.15; Prussman Contracting Inc, Equipment Rental, \$1943.00; Prussman Contracting Inc, Gravel, \$3500.00; Ramsdell F&M Ltd., LP Fill, \$31.65; RC First Aid, Supplies, \$159.50; RDO Equipment Co, Work Equipment Maintenance, \$661.00; Redstone Technologies Inc, Maintenance Agreement, \$5228.00; Rients, Shane, Travel, \$35.40; Riverside Technologies, Inc., Computer Supplies, \$244.00; Ron's Auto Repair, Vehicle Maintenance, \$115.50; Roybal, Bailey, Travel, \$35.40; Runnings, Supplies, \$3509.98; Schoon, Jacob, Travel, \$35.40; Schweitzer Engineering Labs, Programmable Automation Controller, \$3420.46; Schweitzer Engineering Labs, Transformer Protection Relays, \$10466.52; SD Dept of Environ & Nat, Certification, \$60.00; SD Dept of Health Lab Remit Center, Testing W-WW Samples, \$3014.00; SD Dept of Rev, Enhanced 911, \$8463.52; SD Treasurer, Sales/Excise Tax, \$161599.30; SDN Communications, Circuit Lease, \$2314.05; Sigma-Aldrich Inc., Supplies, \$691.99; SkillSurvey, Inc., Subscription, \$690.00; South Dakota Newspaper Services. Inc, Employment Advertising, \$972.15; Springbrook, Credit Card Processing Fee, \$2609.28; Springbrook Holding Company LLC, Software Support, \$708.75; Sprint PCS, PCS Phone Service, \$149.06; Sturdevant's Auto Value, Supplies, \$445.69; Sunbelt Rentals, Inc, Generator Rental, \$4587.75; Swiftel Communications, BMU Building Wiring, \$2349.97; Swiftel Communications, Office Phone Bill, \$127734.62; Swiftel Communications, WAN Fiber Upgrade, \$1246.96; Tagg, Gabe, Travel, \$17.70; The UPS Store, Freight, \$196.07; Thermo Fisher Scientific (Asheville) LLC, Supplies, \$421.91; Turfguard Lawn Service Inc., Weed Spraying, \$80.00; United Parcel Service, Freight, \$48.00; Universal Service Adm. Co, USAC Contribution, \$28151.88; University Estates, Water Charge Reimbursement, \$3835.00; US Postmaster-Bkgs, Annual Permit Fee, \$592.00; USA Bluebook, Supplies, \$2354.11; Walker & Associates Inc, System/Cabling Inv, \$13527.26; Wesco, Underground Conductor, \$109736.97; Wholesale Electronics, Supplies, \$1907.05; Winter Contracting, LLC, Raw/Treated Water Pipelines, \$1017933.63; Xcel Energy/NSP, Utility Bill, \$35.51; ALHAWITI, ABDULAZIZ, Refund Check, \$74.45; BROOKINGS EDGEBROOK APTS, Refund Check, \$32.06; CHRISTENSEN, ASHLEY, Refund Check, \$21.73; FLORES, JENNIFER, Refund Check, \$951.65; GEARY, ROBERT, Refund Check, \$70.93; HELDT, HOLLY, Refund Check, \$71.94; HEMMER, MASON, Refund Check, \$116.31; HRBR MANAGEMENT, Refund Check, \$29.62; JENSEN, DARIEN, Refund Check, \$185.19; KARASALA, SRI HARSHA VARDHAN, Refund Check, \$67.31; KLINKHAMMER, CONNOR, Refund Check, \$179.49; LOLL, DANICA, Refund Check, \$94.94; RESERVES RE 45 LLC, Refund Check, \$66.38; RESERVES RE 45 LLC, Refund Check, \$32.65; RESERVES RE 45 LLC, Refund Check, \$56.30; SOUTHLAND COURT, Refund Check, \$107.23; TK SAMUELSON ENTERPRISES LLC, Refund Check, \$206.51; WESTPHAL, KADIN, Refund Check, \$161.56; Aadland, Dayliah, Telephone Refund, \$53.26; Abel, Rhiannon, Telephone Refund, \$52.98; Ahlersmeyer, Samantha, Telephone Refund, \$21.60; Ahlness, Brandy, Telephone Refund, \$61.36; Ahnberg, Briar, Telephone Refund, \$64.13; Ahrendsen, Wendy, Telephone Refund, \$16.37; Banning, Cole, Telephone Refund, \$2.71; Bauman, Jaidyn, Telephone Refund, \$13.83; Berberich, Sarah, Telephone Refund, \$16.74; Blanchette, Amber, Telephone Refund, \$2.71; Brand, Chloe, Telephone Refund, \$45.21; Brumels, David, Telephone Refund, \$30.68; Burckhard, Paiton, Telephone Refund, \$55.29; Christensen, Ashley, Telephone Refund, \$44.93; Currier, Cade, Telephone Refund, \$93.69; Dejong, Abigail, Telephone Refund, \$55.29; Delange, Theodore, Telephone Refund, \$45.35; Donelan, Will, Telephone Refund, \$24.74; Duerre, Allison, Telephone Refund, \$5.56; Enterprise Institute, Telephone Refund, \$8.46; Gass Law Office, Telephone Refund, \$89.49; Gebhardt, Claire, Telephone Refund,

\$36.26; Geffre, Taylor, Telephone Refund, \$44.63; Gregg, Al, Telephone Refund, \$27.99; Haddon, Malachi, Telephone Refund, \$2.71; Hall, Arlene, Telephone Refund, \$35.28; Haynes, Stephan, Telephone Refund, \$50.78; Hoffmann, Lauren, Telephone Refund, \$36.26; Hoppe, Austin, Telephone Refund, \$230.74; Howard, Maxwell, Telephone Refund, \$16.74; Howell, Ethan, Telephone Refund, \$5.56; Huitt, Blaine, Telephone Refund, \$36.98; Hunsecker, Samantha, Telephone Refund, \$54.07; Ives, Megan, Telephone Refund, \$53.60; Jackson, Skylar, Telephone Refund, \$5.56; Johnson, Avery, Telephone Refund, \$16.74; Jones, Autumn, Telephone Refund, \$16.74; Juberien, Matthew, Telephone Refund, \$16.74; Kamps, Cheyanne, Telephone Refund, \$56.67; Keenan, Marissa, Telephone Refund, \$41.48; Kempton, Colleen, Telephone Refund, \$194.31; Kiecksee, Robert, Telephone Refund, \$37.10; Koob, Samuel, Telephone Refund, \$64.13; Kubacki, Mark, Telephone Refund, \$74.75; Kunkel, Hannah, Telephone Refund, \$43.18; Lightfield, Ernie, Telephone Refund, \$66.06; Mahaffy, Corben, Telephone Refund, \$24.74; Manning, Tre, Telephone Refund, \$5.56; Medicine Horn, Viriah, Telephone Refund, \$53.43; Mehlum, Kaylee, Telephone Refund, \$55.77; Meyer, Willis, Telephone Refund, \$12.81; Nerad, Anna, Telephone Refund, \$53.60; Nordstrom, Andrew, Telephone Refund, \$45.35; Noteboom, Katelynn, Telephone Refund, \$36.26; Oberembt, Katherine, Telephone Refund, \$44.63; O'Donnell, Julie, Telephone Refund, \$52.39; Olson, Cassia, Telephone Refund, \$33.48; Pearman, Sha Teal, Telephone Refund, \$79.46; Peebler, Isaac, Telephone Refund, \$20.74; Ponce, Norma, Telephone Refund, \$40.47; Powell, Sarah, Telephone Refund, \$65.96; Rabaey, Joyson, Telephone Refund, \$55.80; Rasmussen, Ethan, Telephone Refund, \$49.46; Redshaw, Jared, Telephone Refund, \$28.26; Rosas, Amber, Telephone Refund, \$55.77; Sabo, Erin, Telephone Refund, \$4.00; Schanzenbach, Olivia, Telephone Refund, \$127.27; Sellner, Grace, Telephone Refund, \$44.93; Si, Kae Sen, Telephone Refund, \$30.68; Stark, Jake, Telephone Refund, \$36.26; Stene, Trevor, Telephone Refund, \$44.93; Stilwell, Brandyn, Telephone Refund, \$56.67; Suarez, Brock, Telephone Refund, \$55.77; Sutton, Erin, Telephone Refund, \$55.29; T & L Quick Care, Telephone Refund, \$375.34; Thibodeau, Kevin, Telephone Refund, \$20.74; Toennies, Blake, Telephone Refund, \$16.97; UCity Property Management LLC, Telephone Refund, \$119.08; Vanden Berge, Scott, Telephone Refund, \$24.31; Vanderwaal, Arthur, Telephone Refund, \$14.00; Vanmeveren, Faith, Telephone Refund, \$49.92; Westy's Electric, Telephone Refund, \$567.69; Zaske, Isabelle, Telephone Refund, \$38.01; Zell, Erica, Telephone Refund, \$50.22; Zoucha, Brooke, Telephone Refund.

PERSONNEL INFORMATION

Department Salaries (May): Electric, \$243,204.35; Water, \$125,062.04; Wastewater, \$116,751.32; Telephone, \$344,367.93; Retirement, \$47,346.12; Social Security, \$59,918.96; Insurance, \$103,132.04; Deferred Comp, \$14,714.75.

Salary Changes: T. McClain, \$27.90; C. May, \$37.61; M. Stearns, \$20.41;

New Hire: T. Cook, \$17.32; B. Roybal, \$17.32; J. Schoon, \$17.32; G. Tagg, \$17.32; K. Woodell, \$18.26; M. Redmond, \$16.52; A. Witte, \$18.26; J. Brown, \$19.29; A. Fritz, \$16.52; K. McClain, \$19.29; W. Olson, \$19.29;

INVITATION FOR CITIZEN INPUT

Dave Kneip was present to discuss water main service with the Board. No action was taken;

EXECUTIVE SESSION

Motion was made by Bartels seconded by Hawley to adjourn to an executive session for the purpose of consulting with legal counsel and reviewing 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.

SWIFTEL NAMING RIGHTS AGREEMENT

Motion was made by Hansen that the following Resolution No. 13-23 be approved.

RESOLUTION NO. 13 - 23

RESOLUTION REGARDING SWIFTEL NAMING RIGHTS AGREEMENT

WHEREAS the Brookings Municipal Utilities Board approved Resolution No. 5-03 approving Naming Rights Agreement with Brookings Area MultiPlex; and

WHEREAS Brookings Municipal Utilities, dba Swiftel Communications entered into that agreement with the Brookings Area Multiplex Inc. on January 15, 2003; and

WHEREAS the Naming Rights Agreement expired January 14, 2023; and

WHEREAS the City of Brookings entered into a new naming rights contract with a 3rd party effective May 23, 2023 resulting in the immediate renaming of the facility; and

WHEREAS Brookings Municipal Utilities recognizes it received some value based on the fact the naming rights continued from January 15, 2023 to May 23, 2023, but not the full value due to the termination of certain activities at the facility;

NOW, THEREFORE, BE IT RESOLVED by the Brookings Municipal Utilities Board that payment in the amount of \$9,539.00 is authorized for the continued naming of the facility through May 23, 2023.

Adopted this 12th day of June, 2023.

ATTEST:

Seth Hansen, Secretary

Tim Harvey, President

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

OUTDOOR ADVERTISING AGREEMENT WITH DACOTAH BANK CENTER

Motion was made by Hawley, seconded by Bartels to approve the Outdoor Advertising Agreement with Dacotah Bank Center. All members present voted in favor of the motion.

CHANGE ORDER NO. 2 TO THE NEW WATER PLANT PROJECT

Motion was made by Hansen, seconded by Hawley to approve the Change Order No. 2 with Gridor Construction for the BMU Water Treatment Plant. All members present voted in favor of the motion.

APPLICATION FOR WATER/SEWER CONNECTION INTO CITY WATER/SEWER –
LUCERNE CIRCLE

Motion was made by Hansen, seconded by Hawley that the application for extension for water and sewer mains and connection into the city water and sewer system requested by Bluegill Inc. on Lucerne Circle be approved. All members present voted in favor of the motion.

APPLICATION FOR WATER/SEWER CONNECTION INTO CITY WATER/SEWER –
MINNESOTA DRIVE & SUNRISE RIDGE ROAD

Motion was made by Carruthers, seconded by Hawley that the application for extension for water and sewer mains and connection into the city water and sewer system requested by Ultimate Collision on Minnesota Drive and Sunrise Ridge Road be approved. All members present voted in favor of the motion.

ADDENDA TO AGREEMENTS FOR COOPERATIVE INVESTIGATIONS WITH SDSU

Motion was made by Hansen that the following Resolution No. 14-23 be approved.

RESOLUTION NO. 14 - 23

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 12th day of June, 2023.

ATTEST:

Seth Hansen, Secretary

Tim Harvey, President

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

BIDS

AUTHORIZATION TO SOLICIT BIDS

WASTEWATER TREATMENT PLANT – THICKENER MECHANISM
WATER METERS

Motion was made by Hansen, seconded by Bartels that authorization be given to advertise for Water Meters and Wastewater Treatment Plan Thickener Mechanism for the Water/Wastewater Department. All members present voted in favor of the motion.

DISCUSSION OF ELECTRIC STRATEGIC PRIORITIES

The Electric Strategic Priorities were reviewed with the Utility Board. No action was taken.

ADJOURNMENT

The meeting adjourned.

ATTEST:

Seth Hansen, Secretary

Tim Harvey, President