

A special meeting of the Municipal Utilities Board was held at 11:45 a.m. on Monday, July 26, 2021, via WEBEX with the following members present: Carruthers, Hansen, Harvey and Hawley. Absent: Bartels.

APPROVAL OF BILLS AND CLAIMS

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

Advanced Engineering & Environmental, Engineering Services, \$2,587.75; Advanced Media Tech, Set Top Boxes, \$14,783.00; A-I Computer Solutions, Supplies, \$29.99; Allegra, Printed Supplies, \$632.92; Amazon, Supp, \$48.32; Anderson, Chris, Travel, \$165.00; Anixter, Supp, \$414.43; Auto Body Specialties, Supp, \$14.06; Badger Communications, Systems/Cabling Inv, \$1,117.31; Becker, Kay, Conserve/Demand Incentive, \$60.00; Bierschbach Equipment, Supp, \$484.16; Blooston & Mordkofsky, Legal Service, \$4,911.25; Border States Electric, Supp/Inventory, \$919.11; Border States Electric, Systems/Cabling Inv, \$7,748.77; Bowes Construction, Asphalt, \$474.60; Brech, Andrew, CDL License, \$188.00; Brookings Auto Mall, Vehicle Maint, \$49.90; Brookings Municipal Utilities, Service Application Fee, \$14.08; Brookings Register, Advertising/Legals, \$2,551.57; Brubakken, Rich, Conserve/Demand Incentive, \$30.00; Buffalo Ridge Concrete, Concrete/Supp, \$117.00; Bullington, Julie, Conserve/Demand Incentive, \$30.00; Califan Painting, Painting, \$6,173.48; Calix, Inventory, \$11,351.19; Carnes, Steve, Conserve/Demand Incentive, \$30.00; Carquest, Equip Maint, \$45.97; Carrier Mgmt Systems, Subscription, \$950.00; City of Brookings, Landfill Fee, \$884.01; City of Vermillion, Tower Lease Pymt, \$770.00; Connections Inc, EAP Service, \$1,044.90; Core & Main, Supp, \$871.56; Crescent Electric, Supp, \$37.60; Critigen LLC, GIS Map Consulting, \$440.00; Culligan, Bottled Water, \$60.75; Dakota Service & Repair, Supp, \$16.61; Dillinger, Tower Lease Pymt, \$875.00; Directory Resources, Software Maint, \$1,250.00; Ditch Witch, Equip Maint, \$552.86; Electric Supply, Electrical Work, \$36,785.78; Farmers Implement, Supp, \$10.51; Fastenal, Supp, \$622.14; Ferguson Waterworks, Meter, \$1,270.77; Fibercomm, Broadband Service, \$4.28; First Bank & Trust Visa, Lodging/Car Rental, \$966.03; Flat Rate, Main Repair, \$4,148.00; Flexible Pipe Tool, Equip Supp, \$3,426.00; Fluke Electronics, Repairs/Supp, \$1,384.14; Foerster Supply, Supp, \$496.45; Foerster Testing Limited, Compaction Tests, \$2,025.00; FRRPA, FRRPA Lease, \$6,036.99; Fuhr, Angela, Travel, \$38.25; Gilbertson, David, Conserve/Demand Incentive, \$30.00; Golden West Tech, Tech Support, \$4,610.28; Goldfield Telecom, Splitter Module Cassette, \$4,565.52; Goldfield Telecom, Systems/Cabling Inv, \$3,828.36; Grainger, Supp, \$506.08; Graper, David, Conserve/Demand Incentive, \$30.00; Graybar Electric, Supp, \$2,233.95; Graybar Electric, Systems/Cabling Inv, \$272.83; Gudrangen, Sheryl, Conserve/Demand Incentive, \$30.00; H & A Enterprises, Tower Lease Pymt, \$715.11; Hach Chemical, Supp, \$1,639.49; Hahn, Emily, Conserve/Demand Incentive, \$30.00; Hansen, Roger, Conserve/Demand Incentive, \$30.00; Hawkins Inc, Chemicals, \$2,739.67; Heesch, Elise, Travel, \$21.84; Heldt, Gary, Conserve/Demand Incentive, \$30.00; Hibu-West, Advertising, \$693.17; High Point Networks, Software/Maint, \$15,219.00; Hillyard, Janitorial Supp, \$377.56; Holmes, Loye, Conserve/Demand Incentive, \$30.00; Homestead Do It Center, Supp, \$3.86; Hometown Service, Vehicle Maint, \$34.00; Hy-Vee, Supp, \$326.21; Iconectiv, LNP Fee, \$2,670.34; Interstate TRS Fund Admin, Teleco Relay Service, \$14,312.95; Jackrabbit Tire, Equip Maint, \$53.75; Jimmy Johns, Meeting Supp, \$75.62; John Deere Financial, Equip Maint, \$112.88;

Johnson, Mary, Conserve/Demand Incentive, \$30.00; Johnson, Patsy, Conserve/Demand Incentive, \$30.00; Kayongo-Male, Henry, Conserve/Demand Incentive, \$30.00; L G Everist, Quartzite, \$3,118.04; Larson, Lavonne, Conserve/Demand Incentive, \$30.00; Localogy, Directory Rates/Data, \$58.14; Lone Star Telequip, Supp, \$2,068.70; Lowe's, Supp, \$1,964.27; Martin's Inc, Diesel/Oil, \$2,552.24; McGrath North Mullin & Kratz, Legal Service, \$23,393.00; Midwest Grinding, Concrete Floor Seal, \$17,615.40; MMUA, Safety Training, \$5,925.00; MVTL Labs, Wastewater Analysis, \$512.00; Napa Auto Parts, Supp, \$14.28; Ness, Darla, Conserve/Demand Incentive, \$200.00; Neustar Info Service, Contract Fee, \$199.97; Nichols, Dylan, Travel, \$70.34; Northern Steel Tanks, Inspection, \$1,250.00; Northwestern Energy, Natural Gas, \$1,004.59; NRTC, TV Programs Fee, \$79,369.60; Odegaard, Doug, Conserve/Demand Incentive, \$30.00; Office Peeps, Supp, \$422.63; OneNeck IT Solutions, Software, \$3,240.00; Owen, John, Travel, \$82.50; Palmer, Tom, Conserve/Demand Incentive, \$250.00; Party Depot, Supp, \$30.33; Patrick, Dan, Travel, \$33.00; Perkins Storage & Transfer, Relocate Equip, \$147.50; Pests B Dead, Pest Control, \$135.00; Pete Lien & Sons, Chemicals, \$10,574.12; Peterson, Shawn, Conserve/Demand Incentive, \$30.00; Prussman Contracting, Main Repairs, \$1,911.23; Ramsdell F&M Ltd., LP Fill, \$133.50; Ramsdells Fertilizer & Propane, LP Fill, \$13.86; Reed, Jeff, Travel, \$181.50; Resco, Supp, \$462.20; Rients, Shane, Travel, \$280.50; Ron's Auto Repair, Vehicle Maint, \$238.11; Runnings, Supp, \$369.14; Sabre Industries, Supp, \$189.48; Sabre Industries, Supp, \$190.48; SD Board of Accountancy, Membership Dues, \$100.00; SD Dept of Labor & Regulation, Unemployment Insurance, \$3,956.16; SDN Communications, Circuit Lease, \$225.54; SDSU Foundation, Promotional Display, \$2,500.00; Sigl, Arden, Conserve/Demand Incentive, \$30.00; Sioux Valley Energy, Annexed Compensation, \$17,123.91; Sioux Valley Energy, Dispatching Service, \$660.00; Society For Human Resource Mgmt, Membership Dues, \$219.00; Stan Houston Equipment, Generator, \$5,435.00; State Of SD, Supp, \$13.86; Stuart C. Irby, Padmounted Switchgears, \$68500.00; Stuart C. Irby, Supp, \$2,985.80; Sturdevant Auto, Supp, \$38.05; SwipeClock, Subscription, \$480.00; Tesch, Kennedy, Travel, \$5.04; The UPS Store, Freight, \$13.62; Thomson Reuter-West, SDCL Publications, \$236.27; T-Mobile USA, Lease Pymt Reim, \$26,000.00; T-Mobile USA, Tower Rent Reim, \$1,980.00; Town & Country Shopper, Advertising, \$320.00; USA Bluebook, Supp, \$3,986.72; Vanderwal, Todd, CDL License, \$33.00; VanSambeek, David, Conserve/Demand Incentive, \$30.00; Vermeer High Plains, Equip Maint, \$576.51; Walker & Associates, Supp, \$1,473.00; Waterman, Steve, Sump Pump Pilot Program, \$164.04; Wesco, Compression Box Pads, \$4,704.48; Wesco, Supp, \$3,506.56; WW Tire, Equip Maint, \$160.20; Xcel Energy/NSP, Utility Bill, \$17.25.

The following are Telephone/Utility Refunds:

Bel Brands, \$16,886.36; Benz, Mark, \$360.00; Chavis, Marion, \$300.00; Gunderson, Todd, \$390.00; Pederson, Mark, \$175.00.

COLLECTIVE BARGAINING AGREEMENT

Motion was made by Carruthers that the following Resolution No. 18-21 be approved.

RESOLUTION NO. 18 - 21

RESOLUTION APPROVING LABOR AGREEMENT WITH LOCAL UNION 426 OF THE IBEW

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

1. The Agreement entitled “Collective Bargaining Agreement Between Brookings Municipal Utility Department, and Local Union No. 426 of the IBEW” for the period July 1, 2021, through June 30, 2024, 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 26th day of July, 2021

ATTEST:

Seth Hansen, Secretary

Tim Harvey, President

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

POLICY MANUAL AMENDMENT – PERSONNEL SECTION

Motion was made by Carruthers that the following Resolution No. 19-21 be approved.

RESOLUTION NO. 19 - 21

RESOLUTION AMENDING POLICY MANUAL

WHEREAS a comprehensive statement of policy governing the organizational and operational affairs of the Brookings Municipal Utility has been adopted by the Brookings Municipal Utilities Board (the “Board”), which statement is now on file in the office of the Executive Vice President/General Manager; and

WHEREAS after due consideration the Board finds that amendments to the Personnel Policy, Section 308.01 Vacation Leave, Section 306.02 Hours of Work / Work Interruptions and addition of Section 308.06.02 Administrative Day as set forth in said statement should be made.

NOW, THEREFORE, BE IT RESOLVED by the Brookings Municipal Utilities Board that the Policy Manual be amended as shown on the attached.

Adopted this 26th day of July, 2021.

ATTEST:

Seth Hansen, Secretary

Tim Harvey, President

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

CONSULTING ENGINEERING CONTRACT FOR THE WATER TREATMENT PLANT UPGRADE

Motion was made by Hawley that the following Resolution No. 20-21 be approved.

RESOLUTION NO. 20 - 21

RESOLUTION APPROVING THE EXECUTION OF A CONTRACT
FOR CONSULTING ENGINEERING FOR THE
WATER TREATMENT PLANT UPGRADE

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

1. A contract will be developed with a consulting engineer for the design and construction of the Water Treatment Plant Upgrade and is 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 26^h day of July, 2021.

ATTEST:

Seth Hansen, Secretary

Tim Harvey, President

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

ADJOURNMENT

The meeting adjourned.

ATTEST:

Seth Hansen, Secretary

Tim Harvey, President