

A special meeting of the Municipal Utilities Board was held at 11:45 a.m. on Friday, February 24, 2023, via WEBEX with the following members present: Carruthers, Bartels, Hansen, Hawley and Harvey.

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.

A & B Business Inc, Plotter Maintenance, \$266.25; Access Health-Brookings, Drug Screening, \$529.00; Advanced Engineering & Environmental Service, Engineering Services, \$19548.38; Advanced Media Technologies Inc, Supplies, \$133.74; Advanced Media Technologies Inc, Systems/Cabling Inv, \$1050.00; Allegra, Printed Supplies, \$140.85; AMC Optics, Supplies, \$744.00; Badger Communications, Systems/Cabling Inv, \$2244.64; Barrett's Flooring, Countertops, \$17761.34; Border States Elec Supply, Supplies, \$2346.28; Border States Elec Supply, Systems/Cabling Inv, \$32412.43; Border States Elec Supply, Uniforms, \$954.73; Brookings County Finance Office, License, \$29.20; Brookings Radio, Advertising, \$1500.00; Brookings Register, Advertising/Legals, \$30.00; Brookings Register, Subscription, \$210.00; Building Sprinkler Inc, Inspection, \$724.00; Calix Inc., Inventory, \$50875.56; CDW Government Inc, Systems/Cabling Inv, \$4482.59; City of Brookings Landfill, Landfill Fee, \$270.48; City of Vermillion, Tower Lease Payment, \$770.00; Climate Systems Inc, HVAC Maintenance, \$2466.57; Core & Main, Supplies, \$5894.97; Courtesy Plumbing Inc., Repair/Supplies, \$1719.50; Dakota Service & Repair, Supplies, \$119.28; DGR Engineering Inc, Engineering Service, \$1133.00; Ditch Witch UnderCon, 2023 Directional Drill w/Trailer, \$262800.00; Ditch Witch UnderCon, Drill Pipe, \$13940.82; Ditch Witch UnderCon, Work Equip Maintenance, \$10774.56; DvL Fire & Safety, Annual Fire Ext. Inspection, \$6878.90; Einspahr Auto Plaza, Vehicle Maintenance, \$82.15; Ellis & Eastern, Annual Lease Fee, \$1500.00; Environmental Toxicity Control Inc., Water Analysis, \$925.00; Ethanol Products LLC, Chemicals, \$1923.00; Fastenal Company, Supplies, \$184.69; First Bank & Trust Visa, Lodging/Car Rental/Registration, \$5252.86; Fox Scientific Inc., Supplies, \$453.92; FRRPA, FRRPA Lease, \$8455.50; G & R Controls, Equipment Repair/Supplies, \$3270.46; Goldfield Telecom LC, Supplies, \$93.26; Goldfield Telecom LC, Systems/Cabling Inv, \$594.59; Grainger, Supplies, \$7362.59; Graybar Electric Company, Supplies, \$4151.56; Graybar Electric Company, Systems/Cabling Inv, \$1002.24; H & A Enterprises, Tower Lease Payment, \$922.37; Hach Chemical Company, Supplies, \$4145.42; Halgerson, Russ, Travel, \$11.80; Hawkins Inc, Chemicals, \$3552.00; Healy Consulting, Wage Survey, \$900.00; Helsper, McCarty, & Rasmussen, PC, Legal Service, \$5410.85; Huber Technology Inc, Supplies, \$529.90; Innovative Systems, Systems/Cabling Inv, \$6953.55; Interstate Telecommunications Cooperative, Telephone Expense, \$278.46; Interstate TRS Fund Admin, Teleco Relay Service, \$4521.09; Jackrabbit Tire Company, Work Equipment Maintenance, \$83.25; Johnson Garage Door, Repair, \$137.70; Kabris, Curt, Travel, \$29.50; Karl's TV & Appliance Inc, Supplies, \$63.99; Krier & Blain Inc, HVAC Maintenance, \$1920.00; Malloy Electric, Repairs/Supplies, \$670.29; Martin's

Inc, Diesel/Oil, \$592.36; Matheson Tri-Gas Inc, Supplies, \$2566.00; Meyer, Steve, Travel, \$260.70; MVTL Laboratories Inc., Wastewater Analysis, \$148.67; Napa Auto Parts, Supplies, \$349.92; Northern Balance & Scale Inc., Repair/Service, \$368.00; Northern Truck Equipment, Equipment/Maintenance, \$343.67; Northwestern Energy, Natural Gas, \$1590.80; NRTC, TV Programs Fee, \$88183.58; Office Peeps Inc, Office Furniture, \$40681.90; Office Peeps Inc, Supplies, \$6268.84; Ohm's Appliance, Supplies, \$719.99; O'Reilly, Supplies, \$67.96; Party Depot, Supplies, \$8.40; Pete Lien & Sons Inc, Chemicals, \$9766.20; Ramsdell F&M Ltd., LP Fill, \$22.95; RC First Aid, Supplies, \$280.00; RDO Equipment Co, Work Equipment Maintenance, \$3428.95; Register of Copyrights, Regulatory Fee, \$3650.60; Runnings, Supplies, \$320.95; Schuchards Trailer Sales Inc, Trailer, \$20225.00; SD Dept of Environ & Nat, Certification, \$120.00; SDN Communications, Annual Fiber Lease, \$14794.50; SDN Communications, Circuit Lease, \$368.46; Secretary of State, Notary Filing Fee, \$30.00; Sioux Falls Utilities, Utility Bill, \$37.46; South Dakota One Call, Locate Fee, \$24.15; Spread-All Mfg Co, Supplies, \$123.00; Springbrook Holding Company LLC, Software Support, \$5269.00; Sturdevant's Auto Value, Supplies, \$473.07; Tech Sales Co., Supplies, \$3556.00; Teledynamics, Systems/Cabling Inv, \$299.55; The Nook, Employee Recognition, \$100.00; The Ugly Duckling, Supplies, \$676.58; The UPS Store, Freight, \$260.48; Traffic Control Corp, Supplies, \$192.00; United Parcel Service, Freight, \$32.00; Universal Service Adm. Co, USAC Contribution, \$30763.68; USA Bluebook, Supplies, \$2391.54; Vantage Point Solutions Inc., Engineering Consulting, \$612.50; Walker & Associates Inc, Support Agreement, \$3114.00; Walker & Associates Inc, Systems/Cabling Inv, \$644.67; Wesco, Supplies, \$11982.00; WW Tire Service Inc, Work Equipment Maintenance, \$126.50; Xcel Energy/NSP, Utility Bill, \$13.72; Yorkshire Eye Clinic & Optical, Safety Glasses, \$350.00; Zaug, Aaron, CDL License, \$35.00; ZT Technologies, Maintenance Support, \$10000.00; BLEYENBERG, JOEY, Refund Check, \$400.00; CHRISTOPHERSON, CANDI, Refund Check, \$280.00; FOSS STUDIO, Refund Check, \$340.00; KOSTERS TRUCKING, Refund Check, \$150.00; MCCRAY, CODY, Refund Check, \$250.00; REDDAY, TASHA, Refund Check, \$250.00; STUEFEN, BRANDON, Refund Check, \$440.00; VANDENBURG, CHELSEA, Refund Check, \$290.00; ZAMORA RODAS, YELDA NICOLLE, Refund Check, \$325.00; Bergjord, Daisy, Telephone Refund, \$130.00; Buller, David, Telephone Refund, \$15.87; Heaton Industries Inc, Telephone Refund, \$100.55; Rodgers, Cody, Telephone Refund, \$170.00; SD Hospitality Inc, Telephone Refund, \$131.17; Steadfast Electric Inc, Telephone Refund, \$137.40; Sullivan, Ramey, Telephone Refund, \$170.00; Whitehead Jr, John, Telephone Refund.

APPROVAL OF FIRST BANK & TRUST CREDIT CARD

Motion was made by Carruthers that the following Resolution No. 9-23 be approved.

RESOLUTION NO. 6 - 23

RESOLUTION APPROVING A BROOKINGS MUNICIPAL UTILITIES CREDIT CARD ACCOUNT FOR ONLINE PURCHASES

WHEREAS online purchases for some products or services can only be provisioned through the use of a credit card; and

WHEREAS it is necessary for the Brookings Municipal Utilities accounting staff to track online purchases accompanied by a receipt with a credit card account specific to stated activity.

NOW, THEREFORE, BE IT RESOLVED by the Brookings Municipal Utilities Board that the Board hereby authorize staff to establish and maintain a First Bank & Trust VISA credit card account entitled Brookings Municipal Utilities.

Adopted this 24th day of February 2023.

ATTEST:

Seth Hansen, Secretary

Tim Harvey, President

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

ADJOURNMENT

The meeting adjourned.

ATTEST:

Seth Hansen, Secretary

Tim Harvey, President