

Municipal Utilities Board
City of Brookings

March 13, 2023

The regular meeting of the Municipal Utilities Board was held at 1:00 p.m. on Monday, March 13, 2023, at the Utility building or via Webex with the following members present: Bartels, Carruthers, Hansen and Hawley. Absent: Harvey.

ADOPTION OF AGENDA

The agenda was adopted.

MINUTES

Minutes of the regular meeting held February 13, 2023, and the special meeting held February 24, 2023, were read and approved.

APPROVAL OF BILLS AND CLAIMS

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

LAND RENTAL AGREEMENT – NORTH WELL FIELD

Motion was made by Hawley that the following Resolution No. 7-23 be approved.

RESOLUTION NO. 7 - 23

RESOLUTION TO LEASE REAL PROPERTY 220 ACRES (+/-) NORTH WELL FIELD HAY/GRASSLAND TO PRIVATE PERSON

BE IT RESOLVED by the Brookings Municipal Utilities Board that the Brookings Municipal Utilities intends to enter into a Lease with Cody Moret and Seth Moret for period of three (3) years, commencing on May 1, 2023, ending on April 30, 2026, and pertaining to the following described property:

Approximately 220 acres in a portion of the North Half (N ½) of Section Thirteen (13), Brookings Township in Brookings County, South Dakota.

The Lease will be an amount of twenty two thousand three hundred thirty dollars (\$22,330.00) per year, payable on June 15, 2023. The following two years to be paid on June 15th of each calendar year.

Adopted this 13th day of March, 2023.

ATTEST:

Seth Hansen, Secretary

Doug Carruthers, Vice President

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

2024 DIRECTORY RATES

Motion was made by Hawley, seconded by Carruthers to approve the 2024 Directory Rates as presented by staff. All members present voted in favor of the motion.

TRADE-IN RESOLUTION AMENDMENT – SURPLUS DITCH WITCH TRAILER

Motion was made by Carruthers that the following Resolution No. 8-23 be approved.

RESOLUTION NO 8 – 23

RESOLUTION AMENDING RESOLUTION 8-23 ORDERING DISPOSITION OF SURPLUS EQUIPMENT FOR TRADE-IN

WHEREAS the City of Brookings Municipal Utilities owns property which is no longer necessary, useful or suitable for municipal purposes; and

WHEREAS the Brookings Municipal Utilities Board approved Resolution 29-22 on December 9, 2022, surplus equipment for trade-in; and

WHEREAS an amendment needs to be made to Resolution 29-22 to retain the 1984 Ditch Witch Trailer SFA – VIN 28622 and to surplus the 1973 Vermeer M30 Trailer VIN 2045 to be traded in.

NOW, THEREFORE, BE IT RESOLVED by the Brookings Municipal Utilities Board that the Board hereby orders that the 1973 Vermeer M30 Trailer be declared surplus equipment to be traded in in accordance with the provisions of SDCL 6-13.

Adopted this 13th day of March, 2023.

ATTEST:

Seth Hansen, Secretary

Doug Carruthers, Vice President

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

SURPLUS TO BE SOLD – WATER METERS

Motion was made by Carruthers to approve Resolution No. 9-23.

RESOLUTION NO. 9 - 23

RESOLUTION ORDERING DISPOSITION OF SURPLUS
WATER METER HEADS 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:

60-Badger 25 heads for 5/8 X 3/4 meters
50-Badger 35 heads for 3/4" meters
10-Badger 70 heads for 1" meters
110-Neptune T-10 heads for 5/8 X 3/4" meters

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 13th day of March, 2023.

ATTEST:

Seth Hansen, Secretary

Doug Carruthers, Vice President

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

BIDS

AWARDING OF BIDS

The following bids were opened and read at 1:30 p.m. on March 8, 2023, and presented at this time for consideration and action.

CHEMICALS – WATER/WASTEWATER DEPARTMENT

	Fluorosilicic Acid	Liquid Chlorine	Quicklime	Sodium Polyphosphate	Sulfuric Acid	Ammonium Sulfate
	2,100 Gals	16 Tons	1,200 Tons	225 (50# bag)	2,500 Gals	5,200 Gals
Pete Lien & Sons, Inc.			\$ 224,436.00			
Poet Ethanol Products, LLC						
Hawkins, Inc.	\$ 13,839.00	\$ 35,200.00			\$ 18,000.00	\$ 27,560.00
Carus Corporation				\$ 32,175.00		
Shannon Chemical Corp.				\$ 39,885.75		

Motion was made by Carruthers, seconded by Hawley that the following low bids be approved: Pete Lien & Sons Inc. – Quicklime, \$224,436.00; Hawkins Inc. – Fluorosilicic Acid \$13,839.00, Liquid Chlorine - \$35,200.00, Sulfuric Acid - \$18,000.00, Ammonium Sulfate, \$27,560.00; and Carus Corporation – Sodium Polyphosphate, \$32,175.00 and that, after reviewing the contracts 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.

BMU RAW & TREATED WATER PIPELINES – PHASE 3

Prunty Construction	\$9,070,089.25
Winter Contracting	\$9,175,000.00
H&W Contracting	\$9,436,374.89
SJ Louis Construction Inc.	\$11,115,768.20

Motion was made by Bartels, seconded by Carruthers that the low bid of Prunty Construction for the BMU Raw & Treated Water Pipelines – Phase 3 in the amount of \$9,070,089.25 be approved contingent upon SDDANR approval; 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.

UNDERGROUND PRIMARY CONDUCTOR – ELECTRIC DEPARTMENT

	<u>Item #1</u>	<u>Item #2</u>
	22,500' - 350	30,000' – 1/0
	<u>KCMIL Primary</u>	<u>AWG Primary</u>
Wesco	\$176,625.00	\$132,300.00

Motion was made by Hawley, seconded by Carruthers that the bid of Wesco for the 2024 Primary Underground Conductor for Item 1 - \$176,625.00 and Item 2 - \$132,300.00 for the

Electric Department be approved 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.

AUTHORIZATION TO SUBMIT BIDS

LEAD SERVICE LINE REPLACEMENT PROJECT – WATER DEPARTMENT

Motion was made by Hawley, seconded by Carruthers that authorization be given to advertise for the Lead Service Line Replacement Project. All members present voted in favor of the motion.

HVAC UPGRADE – TELEPHONE DEPARTMENT

Motion was made by Bartels, seconded by Carruthers that authorization be given to advertise for HVAC Upgrade for the Telephone Department. All members present voted in favor of the motion.

DISCUSSION OF TELECOMMUNICATIONS STRATEGIC PRIORITIES

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

EXECUTIVE SESSION

Motion was made by Carruthers, seconded by Bartels 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 and personnel. All members present voted in favor of the motion.

The Board reconvened in open session.

ADJOURNMENT

The meeting adjourned.

ATTEST:

Seth Hansen, Secretary

Doug Carruthers, Vice President