

	Bartels
	Carruthers
	Hansen
	Harvey
	Hawley
	Avery
	Rasmussen
	Meyer
	Halgerson
	Julius
	Kabris
	Witt
	Peterson

AGENDA

Brookings Municipal Utilities Board
525 Western Avenue, Brookings, SD
Monday, February 12, 2024 – 1:00 p.m.

VIA MICROSOFT TEAMS

**CALL IN 872-240-1708 – PASSCODE 456 254 167#
(IF CALLING IN, PLEASE IDENTIFY)**

1. Additions to Agenda.
2. Adoption of Agenda.
AC: Motion to approve.
3. Minutes of meetings of January 9 and January 22.
AC: Motion to approve.
4. Approval of bills and claims.
AC: Motion to approve.
5. Invitation for citizen input.
6. HenkinSchultz Presentation – Public Messaging Plan.
7. 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.

8. Scholarship Program Review.
9. Review mission statement.
10. Quarterly financial review.
11. *Authorization to purchase gasoline for BMU.
AC: Motion to approve.
12. Policy Manual Amendment – Information Technology Governance Policy.
AC: Resolution to approve.
13. Surplus Telecommunications Equipment & Postage Machine to be destroyed.
AC: Resolution to approve.
14. Purchase Approval of new Backhoe Loader through Minnesota State Contract No. T-622(5)-229163 for the Telephone Department.
AC: Motion to approve purchase of a new Backhoe Loader (2024 John Deere 410 P-Tier) from RDO Equipment Company (2801 North Louise, Sioux Falls, SD 57107) through Minnesota Department of Administration, State Procurement Management, Minnesota Contract No. T-622(5)-229163, in the amount of \$174,953.
15. Awarding of bids for the following:
 - A. **Remove 3/8 Static & Install 48 CT OPGW Fiber.
AC: Motion to approve.
16. Department Reports.
17. Finance & IT Strategic Priorities.
18. Executive Session to discuss personnel.

*Opening of gas quotes @1:30 p.m. on 2/6/24.

**Opening of bids @ 1:30 p.m. on 2/8/24.

Next call-in special meeting is on Friday, February 29th at 11:45 a.m.

Next regular meeting is on Wednesday, March 13th at 1:00 p.m.

If you require assistance, alternative formats and/or accessible locations consistent with the Americans with Disabilities Act, please contact the City ADA Coordinator at 692-6281 at least 48 hours prior to the meeting.