

The regular meeting of the Municipal Utilities Board was held at 1:00 p.m. on Monday, January 12, 2026, at the Utility building with the following members present: Bartels, Harvey, Hansen, Acting President Hawley and City Council Liaison Specker. Absent: Carruthers.

#### ADOPTION OF AGENDA

The agenda was adopted.

#### MINUTES

Minutes of the regular meeting held December 8, 2025, and the special meeting held December 22, 2025 were read and approved.

#### APPROVAL OF BILLS AND CLAIMS

Motion was made by Bartels, 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, \$1951.00; ABM Manufacturing LLC, Supplies, \$462.00; ADP, Inc, Payroll Processing Fee, \$3597.14; Advanced Engineering & Environmental Service, Engineering Services, \$37382.39; Appera, Supplies, \$76.36; AT & T Mobility, PCS Phone Service, \$3303.59; Aureon Network Services, Annual Registration, \$617.80; Austreim Landscaping LLC, Lawn Maintenance, \$260.00; Auto Pro SD LLC, Supplies, \$718.15; Bluefin Payment Systems, Credit Card Processing Fee, \$14442.21; Bobcat Of Brookings, Supplies, \$1604.10; Border States Elec Supply, Inc, Aluminum Poles, \$16293.75; Border States Elec Supply, Inc, Supplies, \$3238.02; Border States Elec Supply, Inc, Uniforms, \$7237.17; Brookings County Finance Office, Vehicle Registration/Plates, \$274.00; Brookings Credit Bureau & Collection Agency, Delinq. Account Collection, \$106.96; Brookings Dumpster Service, Sanitation Service, \$569.26; Brookings Engraving, Supplies, \$13.50; Brookings Radio, Advertising, \$1895.00; Business Track, Credit Card Processing Fee, \$7943.52; Card Connect, Credit Card Processing Fee, \$10396.69; Carquest Auto Supply, Work Equip Maintenance/Supplies, \$657.16; Carrier Management Systems Inc, Annual Support Maintenance, \$10774.19; Carrier Management Systems Inc, Subscription, \$1378.49; Century Link, Telephone Expense, \$144.24; City of Brookings, Asphalt Maintenance, \$99547.20; City of Brookings, Contract Fee, \$6316.51; City of Brookings Landfill, Landfill Fee, \$139.58; City of Sioux City, Storm Drainage Fee, \$193.61; Click Rain, Website Maintenance, \$2800.00; Cooperative Network Services, LLC, Consulting Fees, \$43.75; Core & Main, Supplies, \$10428.59; Courtesy Plumbing Inc., Repair/Supplies, \$14.00; Creative Printing Inc., Printed Materials, \$318.41; Credit Collections Bureau, Delinq. Account Collection, \$190.83; Culligan of Brookings, Bottled Water, \$66.00; Dakota County Treasurer, NE Real Estate Tax, \$654.14; Dakota Supply Group Inc, Systems/Cabling Inv, \$147.70; Dakota Supply Group Inc, Transformers, \$114725.27; Dave's Window Cleaning, Inc, Window Service, \$83.00; Dept Of The Treasury, Federal Tax, \$5192.91; Detection Instruments Corp., Supplies, \$1413.96; DHE, LLC,

Maintenance Fee, \$900.00; Digi-Key 2549377, Supplies, \$134.40; Ditch Witch UnderCon, Supplies/Work Equip Maint, \$8895.71; Ekern Home Equipment Inc., Repair/Supplies, \$484.99; Electric Pump, Inc, Supplies, \$12821.00; Eurofins Eaton Analytical LLC, Analysis, \$275.00; Express Communications, Inc., Telco Settlement, \$9479.41; FanDuel Sports Network, Contract Fee, \$3601.50; Fastenal Company, Supplies, \$153.24; FHS After Prom, Directory Delivery, \$764.50; First Bank & Trust, Bank Processing Fee, \$1.00; First Bank & Trust - Visa, Supplies, \$354.71; Flexible Pipe Tools & Equip, Work Equip Maintenance/Supplies, \$730.50; Foerster Supply Inc, Supplies, \$1831.00; Fox Corporation, Contract Fee, \$189.94; Franz Reprographics, Inc, Plotter Maintenance, \$237.05; Frontier Precision Inc, Supplies, \$565.48; G & R Controls, Inc, Equipment Repair/Supplies, \$1337.21; Gacke Enterprise, Lime Sludge Disposal, \$37044.00; General Repair Service Inc, Repair/Supplies, \$1718.29; Golden West Technologies Inc., Tech Support, \$4785.16; GP Auto Service & Repair, Vehicle Maintenance, \$230.71; Grainger, Supplies, \$146.73; Graybar Electric Company, Supplies, \$1739.63; Gridor Const., Inc., Water Treatment Plant, \$145531.00; Hawkins Inc, Chemicals, \$11226.70; HDR, Inc, Engineering Service, \$84135.99; Henkin Schultz Inc, Communications Consulting, \$9848.77; Homestead Do It Center, Supplies, \$15.29; Hometown Service & Tire LLC, Vehicle Maintenance, \$867.12; Hy-Vee #55635, Supplies, \$517.26; Innovative Systems, LLC, Software/Hardware Maintenance, \$38010.72; Insight Direct USA, Inc, Support/Service Agreement, \$25201.87; Interstate Telecommunications Cooperative, Telephone Expense, \$354.77; Jackrabbit Tire & Service, Inc, Work Equipment Maintenance, \$1420.90; Jaymar, Printed Supplies, \$1012.90; John Deere Financial, Supplies, \$179.09; Kandiyohi Power Cooperative, Engineering Conference, \$250.00; L G Everist Inc, Quartzite/Gravel, \$900.13; Lewis Drug Inc, Supplies, \$319.97; Lowe's, Supplies, \$1824.32; Lumen, Telco Settlement, \$272.22; Malloy Electric, Repairs/Supplies, \$1570.00; Martin's Inc, Diesel/Oil, \$4417.15; Master Blaster Inc., Maintenance/Supplies, \$607.49; Matheson Tri-Gas Inc, Supplies, \$335.07; Micro Computer Systems, Repairs/Supplies, \$223.64; Midcontinent Communications, Contract Fee, \$724.16; Midwest Fresh Catering, Event Supplies, \$482.30; Millennium, Inventory, \$18000.00; Minnesota Telecom Alliance, Membership Dues, \$275.00; Missouri River Energy Services, Purchased Power, \$1923.40; Missouri River Energy Services, Supplemental Power, \$1613059.61; Missouri River Energy Services, WAPA Allocation, \$232157.40; MMUA, Safety Training, \$8305.00; MVTL Laboratories Inc., Wastewater Analysis, \$96.36; NCTC, TV Programs Fee, \$84639.44; Nexstar Broadcasting, Inc., Contract Fee, \$14312.93; Northwestern Energy, Gas Line Repair, \$1208.95; Northwestern Energy, Natural Gas, \$2410.41; Office Peeps Inc, Supplies, \$52.92; Oil Price Information Service, LLC, Publication, \$579.00; Paragon Health & Wellness, Drug Screening, \$490.00; Pests B Dead LLC, Pest Control, \$285.00; Pete Lien & Sons Inc, Chemicals, \$6900.52; Pinnacle Marketing Group, Directory Publication, \$7633.77; Price Partnership, LLC, Event Supplies, \$900.00; Prussman Contracting Inc, Main Repair/Equipment Rental, \$5795.94; Ramsdell F&M Ltd., LP Fill, \$179.40; RC First Aid, Supplies, \$254.50; Resco, Supplies, \$4080.00; Riverside Technologies, Inc., Supplies, \$1610.00; Ron's Auto Repair, Vehicle Maintenance, \$64.53; Runnings, Supplies, \$3263.61; Schaffer Law Office, Prof. LLC, Legal Service, \$14150.00; Schoon's Pump N' Pak, Vehicle Gasoline, \$793.96; SD Dept of Health Lab Remit Center, Testing W-WW Samples, \$653.00; SD Dept of Rev, Enhanced 911, \$11074.00; SD State Treasurer, Communication Impaired Fee, \$1507.25; SD Treasurer, Sales/Excise Tax, \$19795.71; SDN Communications, Circuit Lease, \$20338.64; SDSU, Perform. Eval. W/WW, \$141190.00; SDSU Cashiers Office, Employee Training, \$1163.00; Sentry, LLC, Wellfield Expansion, \$409500.00; Sioux Valley Energy, Dispatching Service, \$1100.00; South Dakota One

Call, Locate Fee, \$88.20; South Dakota Public Assurance Alliance, General Liability/Property Ins, \$470216.40; Springbrook, Credit Card Processing Fee, \$2672.18; Springbrook Holding Company LLC, Software Support, \$6349.00; Springbrook Holding Company LLC, TOU/AMI Software Improvements, \$330.00; State Of South Dakota, Record Retention, \$7.59; Stein Sign Display, Repair/Signs, \$7767.36; Stuart C. Irby, Supplies, \$3480.00; Stuart C. Irby, Transformers, \$43254.00; Sturdevant's Auto Value, Supplies, \$792.43; Swiftel Communications, Office Phone Bill, \$175238.33; Terex USA, LLC, Equipment Maintenance, \$871.68; The UPS Store 5064, Freight, \$367.54; Thryv, Inc, Advertising, \$465.83; Titan Machinery, Inc, Work Equipment Maintenance, \$1086.00; T-Mobile, PCS Phone Service, \$55.21; Tower Systems, Inc, Systems/Cabling Inv, \$5657.00; Traffic Control Corporation, Supplies, \$2372.00; Trojan Technologies Corp, Supplies, \$218.13; U.S. Bank National Association, SRF Loan Payment, \$557772.36; Uline, Inc, Supplies, \$553.79; United Parcel Service, Freight, \$66.00; United States Postal Service, Postage, \$11000.00; Universal Service Adm. Co, USAC Contribution, \$33369.43; USA Bluebook, Supplies, \$1784.66; Wage Works, Inc, Benefit Plan Fee, \$165.00; Wesco, Supplies, \$7027.05; WW Tire Service Inc, Work Equipment Maintenance, \$506.00; Xcel Energy/NSP, Utility Bill, \$33.56; Bayrock, Dennis, Telephone Refund, \$28.36; Berends, Haley, Telephone Refund, \$8.00; BURGE, KHLOE, Refund Check, \$23.21; Goldade, Jeff, Telephone Refund, \$46.80; HEINIS, JORDAN, Refund Check, \$75.92; Jallah, Duward, Telephone Refund, \$50.37; JENSEN, JULIE, Refund Check, \$105.26; Lss Ccs/Center For Financial Resources, Telephone Refund, \$20.91; Miles, Shon, Telephone Refund, \$13.00; MOUTSOGLOU, ELENI, Refund Check, \$51.94; Norgaard, Kathleen, Telephone Refund, \$10.65; Olson, Chris, Telephone Refund, \$75.74; Party Depot, Telephone Refund, \$88.23; RYAN COMPANIES US INC, Refund Check, \$26.75; SIMMONS, CASEY, Refund Check, \$48.94; Thome, Jason, Telephone Refund, \$8.67; UCity Property Management LLC, Telephone Refund, \$281.48;

#### PERSONNEL INFORMATION

Department Salaries (December): Electric, \$298,200.70; Water, \$164,919.26; Wastewater, \$136,679.09; Telephone, \$365,681.00; Retirement, \$59,681.32; Social Security, \$64,006.13; Insurance, \$126,680.82; Deferred Comp, \$18,162.58.

Salary Changes: R. Petersen, \$28.40; C. Bachman, \$10,833.33; J. Brown, \$33.84; D. Brutty, \$42.78.

#### EXECUTIVE SESSION

Motion was made by Harvey, seconded by Hansen to adjourn to an 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. All members present voted in favor of the motion.

The Board reconvened in open session.

#### DEPARTMENT HIGHLIGHTS FOR 2025

The managers shared department highlights for the year 2025. No action was taken.

REVIEW MISSION STATEMENT

The Mission Statement was reviewed by the Board. No changes were made.

SURPLUS EQUIPMENT FOR DESTRUCTION

Motion was made by Harvey that the following Resolution No. 1-26 be approved.

RESOLUTION NO. 1 - 26

RESOLUTION ORDERING DISPOSITION OF SURPLUS  
EQUIPMENT FOR DESTRUCTION

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:

ONT Cards 711GX, 711GE, 762X, 711, 717GE, 711G	85
ONT UPS Battery Back-ups	63
Set-Top-Boxes	107
STB Remotes	263
Video Access Equipment (Switches, HPNA's, filters, WAPs etc.)BOPS, Moca's	43
Modems & Routers	45
DSL Modems	2
Wire	2362'
Phone & Access	8
6 <sup>th</sup> Street Water Tower & Associated Appurtenances	

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 destroyed in accordance with the provisions of SDCL 6-13.

Adopted this 12<sup>th</sup> day of January, 2026.

ATTEST:

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Spence Hawley, Secretary

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

SURPLUS EQUIPMENT FOR TRADE-IN

Motion was made by Bartels that the following Resolution No. 2-26 be approved.

RESOLUTION NO. 2 - 26

RESOLUTION ORDERING DISPOSITION OF SURPLUS  
EQUIPMENT TO BE TRADED IN

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:

- 1 - Video Insertion Equipment – InfoVue Digital Signage Player

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 traded in in accordance with the provisions of SDCL 6-13.

Adopted this 12<sup>th</sup> day of January, 2026.

ATTEST:

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Spence Hawley, Acting President

The motion was seconded by Harvey . All member present voted in favor of the motion.

BIDS

AWARDING OF BIDS

BMU EAST WATER TREATMENT PLANT SITE IMPROVEMENTS

	<u>Schedule A</u>	<u>Schedule B</u>	<u>Total Base Bid</u>
Red Rock Construction	\$403,115.85*	\$133,547.40	\$536,663.25*
Austreim Excavating	\$341,574.00	\$113,176.00	\$454,750.00
Alliance Construction	\$454,371.02*	\$214,648.80	\$669,019.82*
Bowes Construction	\$338,038.70	\$111,780.00	\$449,818.70
DeBoer Construction	\$384,847.60	\$122,850.00	\$507,697.60
Asphalt Surfacing Company	\$385,640.41	\$125,388.84	\$511,029.25
Rounds Construction	\$371,453.83	\$117,974.00	\$489,427.83

\*Bid Error – noncompliant

DEMOLISH 6<sup>TH</sup> STREET WATER TOWER

Alliance Construction	\$331,798.29*
Veit	\$273,365.00
Iseler Demolition	\$278,178.88*
*Bid Error – noncompliant	

Motion was made by Harvey seconded by Hansen that the following bids be approved: Veit for Demolishing the 6<sup>th</sup> Street Water Tower in the amount of \$273,365.00 and the low base total bid of Bowes Construction for East Water Treatment Plant Site Improvements in the amount of \$449,818.70; 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.

EXECUTIVE SESSION

Motion was made by Bartels, seconded by Harvey to adjourn to an executive session to discuss personnel matters. All members present voted in favor of the motion.

The Board reconvened in open session.

ADJOURNMENT

The meeting adjourned.

ATTEST:

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Spence Hawley, Acting President