

The regular meeting of the Municipal Utilities Board was held at 1:00 p.m. on Monday, December 11, 2023, at the Utility Building with the following members present: Bartels, Carruthers, Hansen, Hawley, President Harvey and City Council Liaison Avery.

ADOPTION OF AGENDA

The agenda was adopted.

MINUTES

Minutes of the regular meeting held November 13, 2023 and November 27, 2023, were read and approved.

APPROVAL OF BILLS AND CLAIMS

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

Allegra, Festival of Lights, \$87.50; Allegra, Printed Supplies, \$29.72; Appera, Supplies, \$65.37; AT & T Mobility, PCS Phone Service, \$2976.63; Atlas Copco Compressors LLC, Equip Maintenance, \$2609.66; Automatic Building Controls Inc., Building Maintenance, \$687.00; Avera Medical Group Occupation, Drug Screening, \$70.36; Bally Sports North, Contract Fee, \$8369.26; Bendix Inc., Printer/Copier Maintenance, \$75.14; Blooston, Mordkofsky, Dickens & Prendergast, LLP, Legal Service, \$307.52; Bluefin Payment Systems, Credit Card Processing Fee, \$13506.38; Bobcat Of Brookings, Supplies/Equipment Rental, \$41.09; Border States Elec Supply, Supplies, \$69.97; Border States Elec Supply, Systems/Cabling Inv, \$64.70; Bowes Construction Inc, 32nd St Contractor Repairs, \$2268.60; Brookings Credit Bureau & Collection Agency, Delinq. Account Collection, \$70.08; Brookings Deuel Rural Water System, Rural Water Buyout, \$5000.00; Brookings Dumpster Service, Sanitation Service, \$539.72; Brookings Engraving, Supplies, \$13.50; Brookings Equipment Inc, Equipment Maintenance, \$155.20; Brookings Municipal Utilities, Office Utility Bill, \$52559.03; Brookings Municipal Utilities, Petty Cash, \$93.00; Brookings Radio, Advertising, \$1875.00; Brookings Register, Advertising/Legals, \$1276.14; Bruttys Underground Sprinkler, Boulevard Repair, \$9550.00; Bruttys Underground Sprinkler, Lawn Repair, \$3143.75; Bruttys Underground Sprinkler, Lawn Spraying, \$6310.00; Bruttys Underground Sprinkler, Sump Pump Progam, \$2600.00; Bruttys Underground Sprinkler, Supplies, \$11787.00; BSG Clearing Solutions, Telco Settlement, \$59.79; Buhls Dry Cleaners & Linen Supply, Rug/Supplies, \$185.10; Business Track, Credit Card Processing Fee, \$8009.34; Card Connect, Credit Card Processing Fee, \$8682.38; Carquest Auto Supply, Work Equip Maintenance/Supplies, \$277.33; CDW Government Inc, Computer Supplies/Support, \$297.45; Century Business Products, Printer/Copier Maintenance, \$1536.17; Century Link, Telephone Expense, \$244.45; City of Brookings, 22nd Ave Project, \$810538.91; City of Brookings, Contract Fee, \$7226.29; City of Brookings Landfill, Landfill Fee, \$752.67; Clark Drew Construction Inc, Roof Repair, \$13425.00; Click Rain, Annual CMS License &

Maintenance Fee, \$1500.00; Climate Systems Inc, HVAC Maintenance, \$2163.00; Complete Plumbing Inc., Sump Pump Program, \$477.25; Core & Main, Supplies, \$1445.98; Courtesy Plumbing Inc., Repair/Supplies, \$358.55; Credit Collections Bureau, Delinq. Account Collection, \$831.35; Cubby's Sports Bar & Grill, Community Calendar Photo Contest, \$60.00; Culligan of Brookings, Bottled Water, \$65.00; Dakota Supply Group, Supplies, \$34.75; Dakota Supply Group, Systems/Cabling Inv, \$3897.84; Danger von Dempsey's Brookings, Meeting Supplies, \$114.00; Dave's Collision Repair Center, Vehicle Maintenance, \$6634.81; Dave's Window Cleaning, Inc, Window Service, \$74.00; DeBoer, John, Employee Recognition Banquet, \$500.00; Dept Of The Treasury, Federal Tax, \$6423.53; Detection Instruments Corp., Annual Data Plan, \$420.00; DHE, LLC, Maintenance Fee, \$1196.63; Ditch Witch UnderCon, Supplies/Work Equip Maint, \$545.56; Downtown Brookings Inc, Festival of Lights, \$50.00; Ethanol Products LLC, Chemicals, \$2097.48; Express Communications, Inc., Telco Settlement, \$9728.83; Fastenal Company, Supplies, \$4132.66; Foerster Supply Inc, Supplies, \$882.00; Franz Reprographics, Plotter Maintenance, \$152.75; Golden West Technologies Inc., Tech Support, \$4368.26; Goldfield Telecom LC, Supplies, \$1302.51; Grainger, Supplies, \$726.00; Gray Media Group Inc, Contract Fee, \$21095.91; Graybar Electric Company, Supplies, \$167.52; Graybar Electric Company, Systems/Cabling Inv, \$3864.27; Gridor Const., Inc., Water Treatment Plant, \$2774898.90; H & W Contracting, LLC, SW/SE Interceptor Replacement, \$609365.09; Hach Chemical Company, Supplies, \$1574.00; Hawkins Inc, Chemicals, \$1800.00; Hawkins Inc, Supplies, \$2777.46; Helsper, McCarty, & Rasmussen, PC, Legal Service, \$3237.50; Henkin Schultz Comm Arts, Communications Consultant, \$2213.75; Hillyard/Sioux Falls, Janitorial Supplies, \$1849.40; Homestead Do It Center, Supplies, \$26.50; Hydro-Klean, LLC, Manhole Rehabilitation, \$165719.49; Iconectiv, LLC, LNP Fee, \$500.00; Innovative Systems, Software/Hardware Maint, \$21900.00; Interstate Telecommunications Cooperative, Telephone Expense, \$333.14; Jackrabbit Tire Company, Work Equipment Maintenance, \$932.42; Jenne, Inc, Systems/Cabling Inv, \$2534.03; Karl's TV & Appliance Inc, Supplies, \$1279.98; Krier & Blain Inc, HVAC Maintenance, \$8855.78; L G Everist Inc, Quartzite, \$95.89; Lewis Drug Inc, Festival Of Lights, \$239.91; Liberty Press LLC, Directory Printing, \$66683.00; Lowe's, Festival of Lights, \$379.57; Lowe's, Supplies, \$700.29; Lumen, Telco Settlement, \$272.22; Marco Technologies, LLC. NW 7128, Consulting Fee/Firewall, \$8012.50; Martin's Inc, Diesel/Oil, \$2415.58; Matheson Tri-Gas Inc, Supplies, \$261.15; Mediacom LLC, Broadband Service, \$100.48; Midcontinent Comm., Broadband Service, \$726.56; Midcontinent Comm., Contract Fee, \$735.68; Millborn Seeds Inc, Grass Seed/Fertilizer, \$155.00; Moss Adams LLP, Consulting Service, \$600.00; Muth Electric Inc, Feeder/Conduit Generator EWP, \$79439.00; MVTL Laboratories Inc., Wastewater Analysis, \$701.91; Napa Auto Parts, Supplies, \$63.42; Northern Truck Equipment, Equipment/Maintenance, \$4486.24; Northwestern Energy, Natural Gas, \$29.84; Office Peeps Inc, Supplies, \$365.49; Oil Price Information Service, LLC, Publication, \$516.00; One Source - The Background Check Company, Employee Verification, \$66.00; OneNeck IT Solutions LLC, Software/Consulting, \$212.95; Party Depot, Supplies, \$64.12; Pete Lien & Sons Inc, Chemicals, \$9955.61; Pizza Ranch, Community Calendar Photo Contest, \$60.00; Pizza Ranch, Employee Recognition, \$105.94; Prunty Construction Co, Inc, 32nd St Contractor Repairs, \$59500.00; Prunty Construction Co, Inc, Raw/Treated Water Pipelines, \$1072787.11; Prussman Contracting Inc, Asphalt Patch, \$6984.45; Prussman Contracting Inc, Equipment Rental, \$7153.63; Ramsdell F&M Ltd., LP Fill, \$70.43; RC First Aid, Supplies, \$132.00; Rise Bakehouse, Employee Recognition, \$702.00; Riverside Technologies, Inc., Computer Supplies, \$1924.00; Runnings, Festival of Lights, \$51.64; Runnings, Supplies,

\$1106.84; Schaffer Law Office, Prof. LLC, Legal Service, \$7477.32; Schoon's Pump N' Pak, Vehicle Gasoline, \$2268.62; SD Dept of Health Lab Remit Center, Testing W-WW Samples, \$4078.00; SD Dept of Rev, Enhanced 911, \$8562.75; SD Treasurer, Sales/Excise Tax, \$148048.68; SD Water & Wastewtr Assn, Membership Dues, \$100.00; SDN Communications, Circuit Lease, \$2365.65; Springbrook, Credit Card Processing Fee, \$2535.94; Sprint PCS, PCS Phone Service, \$53.92; Sturdevant's Auto Value, Supplies, \$226.09; Sunbelt Rentals, Inc, Generator Rental, \$4587.75; Swiftel Communications, Office Phone Bill, \$127597.86; The World's Only Corn Palace, Employee Recognition, \$448.36; Thryv, Advertising, \$435.76; Turfguard Lawn Service Inc., Weed Spraying, \$1605.00; Uline, Supplies, \$982.15; United Parcel Service, Freight, \$32.00; Universal Service Adm. Co, USAC Contribution, \$32040.70; USA Bluebook, Supplies, \$3981.92; Voegeli, Leigha, Supplies, \$3.98; Wholesale Electronics, Supplies, \$859.70; WW Tire Service Inc, Work Equipment Maintenance, \$4810.94; Barkley, Carter, Conserve/Demand Incentive, \$25.00; Berger, Bill, Conserve/Demand Incentive, \$150.00; Children's Museum of SD, Conserve/Demand Incentive, \$1651.32; Patin, Albert, Conserve/Demand Incentive, \$25.00; Schallenkamp, Jan, Conserve/Demand Incentive, \$150.00; Sykes, Elizabeth, Conserve/Demand Incentive, \$150.00; INNOVATION ENTERPRISE, Refund Check, \$297.28; INNOVATION ENTERPRISE, Refund Check, \$48.57; BERG, DANIEL & LORA, Refund Check, \$5.39; INNOVATION VILLAGE VOYAGER, Refund Check, \$219.32; GRACEPOINT WESLEYAN, Refund Check, \$71.90; MERTENS, DAMIAN, Refund Check, \$62.02; ROOZEN, CONNOR, Refund Check, \$125.83; WOESSNER, COLE, Refund Check, \$23.63; STACEY, JOSEPHINE, Refund Check, \$76.73; Carpenter, Verla, Telephone Refund, \$28.77; Christopherson, Candi, Telephone Refund, \$76.44; Combs, Ellis, Telephone Refund, \$163.29; Dexter, Jean, Telephone Refund, \$50.98; Hanson, Sarina, Telephone Refund, \$26.28; Herrig, Nicole, Telephone Refund, \$57.63; Ivers, Pearl, Telephone Refund, \$189.22; Jackson, John, Telephone Refund, \$36.89; Klingbile, Michele, Telephone Refund, \$74.50; Molengraaf, Madison, Telephone Refund, \$66.78; Mueller, Abigail, Telephone Refund, \$78.97; Myers, John, Telephone Refund, \$30.99; Oien, Fred, Telephone Refund, \$127.38; Pippenger, Diane, Telephone Refund, \$68.53; Reisetter, Barbara, Telephone Refund, \$178.18; Roozen, Connor, Telephone Refund, \$57.98; Rust, L M, Telephone Refund, \$7.93; Schlim, Ande, Telephone Refund, \$32.68; Schlimgen, Courtney, Telephone Refund, \$40.86; Sholes, Kirstin, Telephone Refund, \$114.72; Shumaker, Allan, Telephone Refund, \$40.86; Skulstad, Roxanne, Telephone Refund, \$21.82; Smith, Arnold, Telephone Refund, \$23.00; Thompson, Nowella, Telephone Refund, \$75.38.

PERSONNEL INFORMATION

Department Salaries (November): Electric, \$238,021.19; Water, \$113,652.90; Wastewater, \$115,608.10; Telephone, \$331,168.67; Retirement, \$49,657.24; Social Security, \$55,724.64; Insurance, \$96,735.15; Deferred Comp, \$14,722.29.

Salary Changes: M. Stearns, \$22.77; J. Nutter, \$25.84;

PRESENTATION BY TIM REED – BROOKINGS ECONOMIC DEVELOPMENT

Tim Reed, CEO of Brookings Economic Development Corporation was present to give an annual review of the Brookings Economic Development Corporation.

EXECUTIVE SESSION

Motion was made by Hansen, seconded by Bartels 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.

CANCELLING CERTAIN OUTSTANDING CHECKS

Motion was made by Hansen that the following Resolution No. 38-23 be approved.

RESOLUTION NO. 38 - 23

RESOLUTION CANCELLING CERTAIN OUTSTANDING CHECKS

WHEREAS, Brookings Municipal Utilities has issued checks that have been outstanding for more than one hundred eighty days.

WHEREAS, SDCL 9-23-21 allows for cancellation of checks not timely presented.

NOW, THEREFORE, BE IT RESOLVED that the following checks (see listing below) be cancelled and the proper accounts be credited as follows:

Electric Fund	\$2,530.79
Telephone Fund	<u>\$2,742.70</u>
Total	\$5,273.49

**REPORT OF OPEN CHECKS
ELECTRIC FUND 603
THROUGH DATE - 06/30/23**

CHECK NO.	CHECK DATE	AMT. OF CHECK	VENDOR NAME
151138	07/25/2022	\$11.13	Henry L Roth
151275	08/08/2022	\$96.68	Alex Bosler
151326	08/08/2022	\$135.63	Chelsi Hoffman
151406	08/08/2022	\$3.87	Chantel Zokou & Aime Moise

151454	08/22/2022	\$300.15	Josh Winter
151597	09/12/2022	\$3.03	Kyle Haiar
151902	10/11/2022	\$113.02	Jacked Nutrition
152054	10/24/2022	\$25.00	Michelle Cunningham
152060	10/24/2022	\$210.00	Justin Hyde
152186	11/14/2022	\$123.50	Mariah Elise Photography
152344	11/28/2022	\$115.00	Shaun Brown
152351	11/28/2022	\$165.00	Kendall Howie
152475	12/09/2022	\$73.24	Mohan Roshim
152605	12/23/2022	\$91.61	Joshua King
152885	01/23/2023	\$570.00	Ethan Beukelman
153890	05/08/2023	\$76.82	Hasset Getachew
153894	05/08/2023	\$22.42	Lane Van Dyke
154158	06/12/2023	\$116.31	Mason Hemmer
154177	06/12/2023	\$179.49	Connor Klinkhammer
154379	06/26/2023	\$6.58	Haille Bares
154391	06/26/2023	\$30.16	Robin Eich
154396	06/26/2023	\$55.84	Armando Hernandez
154421	06/26/2023	\$6.31	Nathan Troska
Total		<hr/> \$2,530.79	

**REPORT OF OPEN CHECKS
TELEPHONE FUND 611
THROUGH DATE - 06/30/23**

CHECK NO.	CHECK DATE	AMT. OF CHECK	VENDOR NAME
151077	07/25/2022	\$5.54	Cole Conrad
151078	07/25/2022	\$13.79	Elizabethann Cook
151089	07/25/2022	\$3.45	Brady Farnham
151097	07/25/2022	\$46.66	Jonathan Gruetzmacher
151101	07/25/2022	\$3.45	Kathleen Hawkins
151110	07/25/2022	\$3.45	Braden Keller
151111	07/25/2022	\$57.18	Stephanie Liebl
151123	07/25/2022	\$19.50	Reed Miller
151134	07/25/2022	\$41.26	Mashi-Ur Rahman
151137	07/25/2022	\$2.78	Mackenzie Rosenwald
151142	07/25/2022	\$11.13	Cody Sechser
151150	07/25/2022	\$5.37	Evan Tolzin
151156	07/25/2022	\$129.69	Al Werkmeister
151163	07/25/2022	\$40.31	Word of Life
151333	08/08/2022	\$53.10	Dan Kimbal
151409	08/22/2022	\$4.14	Max Baloun
151418	08/22/2022	\$10.76	Kelsie Ehrenberg
151430	08/22/2022	\$27.99	Ian Hastings

151439	08/22/2022	\$58.43	Trinity Millar
151442	08/22/2022	\$61.14	Sarah Ochweda
151448	08/22/2022	\$2.83	Zachary Sousa
151590	09/12/2022	\$52.59	Talia Everding
151592	09/12/2022	\$57.76	Manuel Perez Fernandez
151606	09/12/2022	\$21.91	Brian Lee
151609	09/12/2022	\$27.04	Micro Doughnuts
151610	09/12/2022	\$41.32	Noah Mincheff
151888	10/11/2022	\$136.27	Destiny Bales
151890	10/11/2022	\$20.13	Sydney Bidwell
151891	10/11/2022	\$27.07	Bailey Biegler
151906	10/11/2022	\$34.50	Joyce Lampson
151910	10/11/2022	\$16.25	Brooklyn Mulder
151912	10/11/2022	\$6.69	Kelsey Raue
151913	10/11/2022	\$51.97	Blake Reider
152061	10/24/2022	\$170.00	Tessa Menzel
152179	11/14/2022	\$2.72	Amanda Jacobson
152197	11/14/2022	\$10.84	William Suing
152460	12/09/2022	\$3.46	Robert Clearwater
152480	12/09/2022	\$8.37	Kennedy Tesch
152590	12/08/2022	\$189.72	Maddy Kohrman
152754	01/09/2023	\$26.12	Brookings County Democrats
152755	01/09/2023	\$81.87	Nicholas Defino
152756	01/09/2023	\$11.98	Regina Gebhart
153215	02/24/2023	\$15.87	David Buller
153333	03/13/2023	\$26.68	Paul Cosato
153341	03/13/2023	\$56.36	Shaina Mesteth
153342	03/13/2023	\$133.16	Jodi Olson
153498	03/27/2023	\$170.00	Connor Roozen
153604	04/10/2023	\$20.80	Barbara Borstad
153610	04/10/2023	\$3.04	Bertram Getzug
153611	04/10/2023	\$170.00	Thomas Gravatt
153616	04/10/2023	\$13.53	Jeffrey Lewis
153732	04/24/2023	\$74.21	Joshua Davis
153736	04/24/2023	\$37.76	Aaron Hargens
154125	06/12/2023	\$53.26	Dayliah Aadland
154129	06/12/2023	\$64.13	Briar Ahnberg
154132	06/12/2023	\$2.71	Cole Banning
154146	06/12/2023	\$5.56	Allison Duerre
154176	06/12/2023	\$37.10	Robert Kiecksee
154191	06/12/2023	\$44.63	Katherine Oberembt
154195	06/12/2023	\$20.74	Isaac Peebler
154205	06/12/2023	\$4.00	Erin Sabo
154213	06/12/2023	\$55.77	Brock Suarez
154216	06/12/2023	\$20.74	Kevin Thibodeau

154226	06/12/2023	\$50.22	Erica Zell
154395	06/26/2023	\$44.63	Sierra Getskow
154430	06/26/2023	\$17.27	Cole Withrow
Total		\$2,742.70	

Adopted this 11th day of December 2023.

ATTEST:

Seth Hansen, Secretary

Tim Harvey, President

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

DELINQUENT WRITE OFFS

Motion was made by Hawley that the following Resolution No. 39-23 be approved.

RESOLUTION NO. 39 - 23

RESOLUTION FOR AUTHORIZATION TO WRITE OFF DELINQUENT
ACCOUNTS FOR UTILITIES AND TELEPHONE DEPARTMENTS

BE IT RESOLVED by the Brookings Municipal Utilities Board that pursuant to SDCL 9-22-4, the accounts attached hereto are hereby determined to be uncollectible and shall be removed from the records and disclosed on this year's financial report. Evidence of such debt shall be retained by the Utilities to support subsequent collections of said accounts.

Electric	\$ 39,735
Telephone – Wireline	\$ 29,994
Wastewater	\$ 8,808
Water	\$ 10,320
Refuse	\$ <u>2,953</u>
 TOTAL	 \$91,810

Adopted this 11th day of December, 2023.

ATTEST:

Seth Hansen, Secretary

Tim Harvey, President

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

SURPLUS EQUIPMENT TO BE SOLD

Motion was made by Bartels that the following Resolution No. 40-23 be approved.

RESOLUTION NO. 40 - 23

RESOLUTION ORDERING DISPOSITION OF SURPLUS
EQUIPMENT TO BE SOLD

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

WHEREA said property is as follows:

- 85" Touch Mondopad Ultra Kit with Soundbar (Serial # CBN740551105471)
- Heavy Duty Mount
- SMART Document Camera 330 (Model #SDC-330)
- SMART Board X885 with UX60 Projector (Model #SBX885ix)

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 11th day of December 2023.

ATTEST:

Seth Hansen, Secretary

Tim Harvey, President

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

WATER RATE ADJUSTMENT – PURCHASED RURAL WATER CUSTOMERS

Motion was made by Carruthers that the following Resolution No. 41-23 be approved.

RESOLUTION NO. 41 – 23

RESOLUTION AMENDING WATER RATE SCHEDULE

BE IT RESOLVED by the Brookings Municipal Utilities Board that the Utilities Board Rules and Regulations governing the Water Utility, Article IV, Rates and Charges, Section 3-3.1 be added to read as follows:

WATER SYSTEM

Section 3-2. Water - Residential

A residential user shall be defined as a domestic dwelling unit such as houses, mobile homes, and permanent multi-family dwellings with a separate water meter.

The owner or occupant of each residential premise to which water is supplied by Brookings Municipal Utilities shall pay service charge per meter dependent upon the size of meter as set forth below.

Service Charges:

<u>Meter Size</u>	<u>Monthly Service Charges</u>
5/8, 3/4" or 1"	\$22.00
1 1/4" or 1 1/2"	\$69.50
2"	\$102.50

Service charges for all meters larger than 2" shall be made according to the Commercial Service Charge Schedule. Service charges will be determined at the time application is made.

Usage Charge:

The following rates shall be applicable to all water provided during the monthly billing period:

All Cubic Feet	\$1.239 per 100 cu. ft.
Surcharge 2023 Bond Issue	\$2.450/100 cu. ft. water used

The following additional conditions shall be applicable to all water provided during the billing periods ending in July, August and September:

Each customer will be assigned a Summer Peak Usage Adjustment Level (SPUAL). The SPUAL will be set at an amount equal to 300% of the greater of the Winter Residential City Monthly Average (WRCMA) or the average of the customer's most recent usage for the billing cycles ending in December, January, February and March at the customer's current residence. The WRCMA will be calculated each year (rounded up to the nearest tenth) after the billing cycle ending in March. Usage data from the most recent previous three year's billing cycles ending in December, January, February and March will be used in the calculation (12 bills in all).

Any customer who does not have water usage history with the utility at the premises at which he or she has requested service shall be assigned the WRCMA for purposes of computing their SPUAL.

All water consumed above the assigned SPUAL on bills dated July, August and September will be provided at the rate of two times the published rate per 100 cu. ft. of water.

Irrigation water rates are determined by multiplying the applicable consumption rate and service charge by a factor of 1.30. The service charge shall be \$7.00 per billing cycle for billing cycles ending November through April for irrigation meters left in place during these billing periods.

A \$50.00 fee shall be applied to all reinstalled irrigation meters.

Rural water rates are determined by multiplying the applicable consumption rate and service charge by a factor of 1.10.

Rural water rates for customers connected to the Aurora distribution line are determined by multiplying the applicable consumption rate and service charge by a factor of 1.10.

Section 3-3. Water – Commercial/Industrial/Institutional.

A commercial user shall include any facility operating as a business, either profit or nonprofit, and all publicly owned facilities, except consumers listed under residential, industrial, and institutional.

An Industrial user is an entity permitted by Brookings Municipal Utilities Industrial Waste Pretreatment Program.

An Institutional user shall include an entity of local, state, or federal government, including colleges, and universities, that discharge to the wastewater collection system through one or more master connections as opposed to individual connections for each building. An institutional user may operate its own private collection system.

The owner or occupant of each non-residential premise to which water is supplied by Brookings Municipal Utilities shall pay a service charge per meter dependent upon the size of meter as set forth below.

Service Charges:

<u>Meter Size</u>	<u>Monthly Service Charges</u>
5/8", 3/4" or 1"	\$ 22.00
1 1/4" or 1 1/2"	\$ 69.50
2"	\$ 102.50
3"	\$ 200.00
4"	\$ 305.50
6"	\$ 594.00
8"	\$1,015.00
10"	\$1,445.00

Service charges will be determined at the time application is made.

Usage Charge:

The following rates shall be applicable to all water provided during the monthly billing period:

All Cubic Feet \$1.239 per 100 cu. ft.
Surcharge 2023 Bond Issue \$2.450/100 cu. ft. water used

The following additional conditions shall be applicable to all water provided during the billing periods ending in July, August and September:

Each customer will be assigned a Summer Peak Usage Adjustment Level (SPUAL). The SPUAL will be set at an amount equal to 300% of the greater of the Winter City Monthly Average (WCMA) or the average of the customer's most recent usage for the billing cycles ending in December, January, February and March at the customer's current premise. The WCMA will be calculated each year (rounded up to the nearest tenth) after the billing cycle ending in March. Usage data from the most recent previous three year's billing cycles ending in December, January, February and March will be used in the calculations (12 bills in all).

Any customer who does not have water usage history with the utility at the premises at which he or she has requested service shall not be assigned a SPUAL until after they have established a three month billing history.

All water consumed above the assigned SPUAL on bills dated July, August and September will be provided at the rate of two times the published rate per 100 cu. ft. of water.

Irrigation water rates are determined by multiplying the applicable consumption rate and service charge by a factor of 1.30. The service charge shall be \$7.00 per billing cycle for billing cycles ending November through April for irrigation meters left in place during these billing periods.

A \$50.00 fee shall be applied to all reinstalled irrigation meters.

Rural water rates are determined by multiplying the applicable consumption rate and service charge by a factor of 1.10.

Rural water rates for customers connected to the Aurora distribution line are determined by multiplying the applicable consumption rate and service charge by a factor of 1.10.

Section 3-3.1. Water – Purchased Rural Water Customers

Water rates assigned to the customers purchased from Brookings Deuel Rural Water System (BDRWS) through the BDRWS/BMU Agreement signed September 26, 2023, shall follow the same customer rules as identified in Section 3.2 – Water – Residential or Section 3.3 – Water - Commercial/Industrial/Institutional with the exception rates listed below:

<u>Meter Size</u>	<u>Monthly Service Charges</u>
<u>5/8”, 3/4” or 1”</u>	<u>\$43.00</u>
<u>Usage Charge shall be:</u>	
<u>All Cubic Feet</u>	<u>\$.636/100 per cu. ft.</u>
<u>Surcharge 2023 Bond Issue</u>	<u>\$2.450/100 cu. ft. water used</u>

The exception rates will apply until the purchase price without interest from the BDRWS/BMU Agreement is reduced to zero by the difference between the exception rates and published BMU water rates.

BE IT FURTHER RESOLVED by the Brookings Municipal Utilities Board that these rate changes become effective with the January 2024 billing.

Adopted this 11th day of December, 2023.

ATTEST:

Seth Hansen, Secretary

Tim Harvey, President

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

2024 UTILITY BOARD MEETING DATES

Motion was made by Hansen, seconded by Hawley to approve the 2024 Utility Board Meeting dates as presented. All members present voted in favor of the motion.

BIDS

AWARDING OF BIDS

FIBER OPTIC CABLE

Millennium LLC	\$43,650.00
Border State Electric	\$46,167.95
Graybar Electric	\$44,301.05

FIBER ACCESS EQUIPMENT

Calix \$116,406.86

Motion was made by Hansen, seconded by Carruthers that the following low bids be approved: Millennium LLC in the amount of \$43,650.00 for the Fiber Optic Cable and Calix in the amount of \$116,406.86 for Fiber Access Equipment; 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.

PURCHASE APPROVAL OF MINI EXCAVATOR THROUGH SOURCEWELL FOR THE ELECTRIC DEPT.

Motion was made by Hansen, seconded by Hawley to approve the purchase of a joint-use Mini Excavator from Bobcat of Brookings, through Sourcewell contract #040319-CEC at a unit price of \$94,248.84. All members present voted in favor of the motion.

WASTEWATER STRATEGIC PRIORITIES

The Wastewater Strategic Priorities were presented by Eric Witt. No action was taken.

ADJOURNMENT

The meeting adjourned.

ATTEST:

Seth Hansen, Secretary

Tim Harvey, President