

Municipal Utilities Board
City of Brookings

March 9, 2026

The regular meeting of the Municipal Utilities Board was held at 1:00 p.m. on Monday, March 9, 2026, at the Utility Building with the following members present: Bartels, Hansen, Harvey, Hawley, President Carruthers and City Council Liaison Specker.

ADOPTION OF AGENDA

The agenda was adopted.

MINUTES

Minutes of the regular meeting held February 9, 2026, and the special meeting held February 20, 2026, were read and approved.

APPROVAL OF BILLS AND CLAIMS

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

Active Heating Inc, Supplies, \$310.00; Anixter Inc, Supplies, \$3560.00; Anixter Inc, Systems/Cabling Inv, \$89.25; Appera, Supplies, \$152.72; AT & T Mobility, PCS Phone Service, \$3191.74; Atlas Copco Compressors LLC, Equip Maintenance, \$6122.15; Aurora Auto Body, Vehicle Maintenance, \$525.00; Automatic Building Controls Inc., Building Maintenance, \$538.78; Bluefin Payment Systems, Credit Card Processing Fee, \$15603.89; Bobcat Of Brookings, Bucket Attachment, \$8607.33; Bobcat Of Brookings, Compact Loader, \$40805.90; Bobcat Of Brookings, Snowblower Attachment, \$7986.90; Bobcat Of Brookings, Supplies, \$40950.26; Border States Elec Supply, Inc, Supplies, \$12721.28; Border States Elec Supply, Inc, Uniforms, \$8886.20; Brookings Credit Bureau & Collection Agency, Delinq. Account Collection, \$864.40; Brookings Dumpster Service, Sanitation Service, \$569.26; Brookings Municipal Utilities, Office Utility Bill, \$47085.52; Brookings Municipal Utilities, Petty Cash, \$60.00; Brookings Radio, Advertising, \$1500.00; Business Track, Credit Card Processing Fee, \$8856.46; Card Connect, Credit Card Processing Fee, \$10104.01; Carquest Auto Supply, Work Equip Maintenance/Supplies, \$1898.06; Century Business Products, Inc, Printer/Copier Maintenance, \$1982.52; Century Link, Telephone Expense, \$151.24; City of Brookings, Contract Fee, \$6267.27; City of Brookings Landfill, Landfill Fee, \$752.00; Core & Main, Supplies, \$5746.87; Courtesy Plumbing Inc., Repair/Supplies, \$145.80; Creative Printing Inc., Printed Materials, \$5545.90; Credit Collections Bureau, Delinq. Account Collection, \$669.25; Culligan of Brookings, Bottled Water, \$66.00; Dakota Supply Group Inc, Systems/Cabling Inv, \$1590.35; Dept Of The Treasury, Federal Tax, \$4786.92; DGR Engineering Inc, 3M Substation Switch Install, \$2930.00; DGR Engineering Inc, Data Center Impact Study, \$6061.50; DGR Engineering Inc, Engineering Services, \$6580.00; DHE, LLC, Maintenance Fee, \$1200.00; Dickson Company, Repair/ Supplies, \$708.00; Ditch Witch UnderCon, Supplies/Work Equip

Maint, \$2514.91; Einspahr Auto Plaza, Vehicle Maintenance, \$62.18; ePlus Technology, Inc, ISP Support/ Equipment, \$6884.26; FanDuel Sports Network, Contract Fee, \$3417.60; First Bank & Trust, Bank Processing Fee, \$1.00; Flexible Pipe Tools & Equip, Software Subscription, \$8035.00; Flexible Pipe Tools & Equip, Work Equip Maintenance/Supplies, \$2219.20; Foerster Supply Inc, Supplies, \$346.00; Fox Corporation, Contract Fee, \$192.88; Franz Reprographics, Inc, Plotter Maintenance, \$165.00; Geotek Engineering & Testing Services Inc., 3M Substation Switch Install, \$4150.00; Goldfield Telecom LC, Service Agreement, \$385.45; Grainger, Supplies, \$7208.18; Graybar Electric Company, Supplies, \$1126.46; Gridor Const., Inc., Water Treatment Plant, \$104000.00; Hach Chemical Company, Service Agreement, \$1131.00; Hawkins Inc, Chemicals, \$5533.00; Henkin Schultz Inc, Communications Consulting, \$4293.97; Hillyard/Sioux Falls, Janitorial Supplies, \$902.68; Iconectiv, LLC, LNP Fee, \$1056.62; Innovative Systems, LLC, Software/Hardware Maintenance, \$22995.00; Interstate Telecommunications Cooperative, Telephone Expense, \$351.59; Jaymar, Printed Supplies, \$4170.44; Jenne, Inc, Systems/Cabling Inv, \$89.25; John Deere Financial, Supplies, \$474.65; Kenner Plumbing Inc., Repairs/Supplies, \$71.26; Krier & Blain Inc, HVAC Maintenance, \$1730.16; Lewis Drug Inc, Supplies, \$665.76; Lowe's, Supplies, \$78.25; Lumen, Telco Settlement, \$272.22; Malloy Electric, Repairs/Supplies, \$866.49; Matheson Tri-Gas Inc, Supplies, \$50.50; Midamerican Energy, Utility Bill, \$154.36; Midcontinent Communications, Contract Fee, \$735.93; Millennium, Inventory, \$14728.48; My Cable Mart LLC, Supplies, \$106.68; NCTC, TV Programs Fee, \$87582.23; Nexstar Broadcasting, Inc., Contract Fee, \$16003.16; No Illusions Martial Arts, Conserve/Demand Incentive, \$646.45; Northern Tool & Equipment, Supplies, \$373.79; Northwestern Energy, Natural Gas, \$2468.48; Office Peeps Inc, Supplies, \$397.75; Pete Lien & Sons Inc, Chemicals, \$6802.79; Pinnacle Marketing Group, Directory Publication, \$7633.77; Prunty Construction Co, Inc, Raw/Treated Water Pipelines, \$15975.00; Prussman Contracting Inc, Main Repair, \$7333.19; Schaffer Law Office, Prof. LLC, Legal Service, \$650.00; Schoon's Pump N' Pak, Vehicle Gasoline, \$3993.50; SD Dept of Health Lab Remit Center, Testing W-WW Samples, \$630.00; SD Dept of Rev, Enhanced 911, \$10386.04; SD State Treasurer, Communication Impaired Fee, \$1402.70; SD Treasurer, Sales/Excise Tax, \$18844.17; SDN Communications, Annual ABR Maintenance, \$10000.00; SDN Communications, Circuit Lease, \$17154.74; Sentry, LLC, Wellfield Expansion, \$509905.31; Sioux Valley Environmental, Inc, Supplies, \$350.00; Solventum, Conserve/Demand Incentive, \$26208.00; South Dakota One Call, Locate Fee, \$74.55; Springbrook, Credit Card Processing Fee, \$2987.69; Springbrook Holding Company LLC, Software Support, \$6513.00; Stein Sign Display, Repair/Signs, \$560.00; Stuart C. Irby, Transformer, \$19594.00; Sturdevant's Auto Value, Supplies, \$2870.66; Swiftel Communications, Office Phone Bill, \$177770.55; The UPS Store 5064, Freight, \$543.50; Tires Tires Tires, Vehicle Maintenance/Tires, \$25.00; T-Mobile, PCS Phone Service, \$55.14; Traffic Control Corporation, Supplies, \$2120.00; Uline, Inc, Supplies, \$1069.33; United Parcel Service, Freight, \$44.86; United States Postal Service, Postage, \$11000.00; Universal Service Adm. Co, USAC Contribution, \$31399.31; US Signal Company, LLC, Hardware/Software/Consulting, \$4988.47; USA Bluebook, Supplies, \$2105.57; Vaonet, Support Agreement, \$4250.00; Vermeer High Plains, Supplies, \$73.34; VoIP Supply LLC, Systems/Cabling Inv, \$340.00; Wage Works, Inc, Benefit Plan Fee, \$135.00; Wesco, Supplies, \$36725.15; WW Tire Service Inc, Work Equipment Maintenance, \$88.66; America's Smoke, Telephone Refund, \$231.80; Anderson, Adam, Telephone Refund, \$193.32; BONWELL, DAJA, Refund Check, \$113.77; Dehaven, Jacqueline, Telephone Refund, \$8.31; DREW, DYLAN, Refund Check, \$136.39; Farm Systems, Telephone Refund, \$140.91; Hodge, Lorraine,

Telephone Refund, \$8.40; HOFFMAN, COURTNEY, Refund Check, \$36.62; Jenson, Jacob, Telephone Refund, \$44.80; Karlstad, Warren, Telephone Refund, \$150.41; Lucchesi, Oreste, Telephone Refund, \$205.17; Lutheran Social Services, Telephone Refund, \$66.98; Mitchell, Jason, Telephone Refund, \$26.25; Spilde, Lexus, Telephone Refund, \$57.98; Tee'd Off Gold LLC, Telephone Refund, \$118.04; THIEL, BRANDON, Refund Check, \$380.08; Transport Data Systems Inc, Telephone Refund, \$53.56; West Gaming LLC, Telephone Refund, \$61.55.

PERSONNEL INFORMATION

Department Salaries (February): Electric, \$259,817.30; Water, \$136,221.28; Wastewater, \$120,255.33; Telephone, \$329,963.83; Retirement, \$49,501.53; Social Security, \$60,041.51; Insurance, \$126,675.57; Deferred Comp, \$16,303.81.

Salary Changes: E. Hegdahl, \$35.53.

MRES TRANSMISSION FACILITIES ASSIGNMENT AGREEMENT

Motion was made by Hawley that the following Resolution No. 5-26 be approved.

RESOLUTION NO. 5 - 26

RESOLUTION APPROVING TRANSMISSION FACILITIES
ASSIGNMENT AGREEMENT WITH MISSOURI RIVER
ENERGY SERVICES

BE IT RESOLVED by the Brookings Municipal Utilities Board (the Board) that:

1. The Agreement entitled "Transmission Facilities Assignment Agreement" with Missouri River Energy Services be hereby approved.
2. The President of the Board and/or Executive Vice President/General Manager be hereby authorized to execute the approved contract documents.

Adopted this 9th day of March, 2026.

ATTEST:

Spencer Hawley, Secretary

Doug Carruthers, President

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

EXECUTIVE SESSION

Motion was made by Harvey, seconded by Hawley that the Board 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.

QUARTERLY FINANCIAL REVIEW

Yura Chong-Elverud, Chief Financial Officer, presented a quarterly financial review of fourth quarter of 2025.

DESIGNATION OF DIRECTOR AND ALTERNATE DIRECTOR MAINSTEM BOARD OF DIRECTORS

Motion was made by Hawley that the following Resolution No. 6-26 be approved.

RESOLUTION NO. 6 - 26

RESOLUTION DESIGNATING DIRECTOR AND ALTERNATE DIRECTOR TO DAKOTA MAINSTEM BOARD OF DIRECTORS

WHEREAS Brookings Municipal Utilities recognizes the importance of effective representation on the Dakota Mainstem Board of Directors; and

WHEREAS the Dakota Mainstem Bylaws allow a designated Director and Alternate Director from Brookings Municipal Utilities to ensure participation and representation.

NOW, THEREFORE, BE IT RESOLVED that Brookings Municipal Utilities Board hereby designates the following individuals to serve as Director and Alternate Director for the Dakota Mainstem Board of Directors:

Director Eric Witt, Water/Wastewater & Engineering Manager. The Director shall serve as the primary representative of Brookings Municipal Utilities on the Dakota Mainstem Board of Directors and shall have the authority to attend meetings, vote and participate in decision-making processes on behalf of Brookings Municipal Utilities. Eric Witt will also serve as Delegate to the annual meeting.

Alternate Director Steve Meyer, Executive Vice President/General Manager. The Alternate Director shall serve as a backup representative of Brookings Municipal Utilities on the Dakota Mainstem Board of Directors and shall have the authority to attend

meetings, vote and participate in decision-making processes when the Director cannot fulfill their duties or in their absence.

BE IT FURTHER RESOLVED that the Director and Alternate Director are authorized to communicate with the Brookings Municipal Utilities Board regarding matters concerning the Dakota Mainstem Board of Directors, provide updates on the Board's activities and seek input or guidance as necessary.

This resolution shall take effect immediately upon its adoption. It shall remain in force until it is amended, repealed or superseded by subsequent resolution of the Brookings Municipal Utilities Board.

Adopted this 9th day of March, 2026.

ATTEST:

Spence Hawley, Secretary

Doug Carruthers, President

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

CHANGE ORDER NO. 9 – WATER TREATMENT PLANT

Motion was made by Harvey, seconded by Hansen to approve Change Order No. 9 to the Water Treatment Plant Project. All members present voted in favor of the motion.

SURPLUS EQUIPMENT TO BE SOLD

Motion was made by Hawley that the following Resolution No. 4-26 be approved.

RESOLUTION NO. 4 - 26

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

WHEREAS said property is as follows:

- 2000 Workhorse Stepside Van
VIN: 5B4HP32R6Y3321083
- 1983 International Yellow Dump Truck
VIN: 2HTAA1750DCA12355
- 2001 Ford Econoline Full Size Van
VIN: 1FMRE11W61HB38223

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 9th day of February, 2026.

ATTEST:

Spence Hawley, Secretary

Doug Carruthers, President

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

SURPLUS EQUIPMENT TO BE DESTROYED

Motion was made by Hansen that the following Resolution No. 8-26 be approved.

RESOLUTION NO. 8 - 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:

Spare parts for previously surplused Air Diaphragm Pumps, specifically the following items:

- Diaphragms pn: 600-ACN-12
- Ball pn: 600-OOU-28G
- Ball Seat pn: 600-OON-28E
- Filter Elements, 5 Microns pn: 4ZK66A
- 2” Pilot Regulator pn: 600-DRC-26

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 9th day of March, 2026.

ATTEST:

Spence Hawley, Secretary

Seth Hansen, Vice President

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

PURCHASE APPROVAL OF VACUUM EXCAVATOR THROUGH SOURCEWELL FOR ELECTRIC DEPARTMENT

Motion was made by Bartels, seconded by Hawley to approve the purchase of a Ring-O-Matic Vacuum Excavator through Sourcewell Contract #101221-RGO in the amount of \$89,000.00 for the Electric Department. Motion carried.

AUTHORIZATION TO SOLICIT BIDS

115 KV SWITCH INSTALLATION – MATERIAL PURCHASE – STEEL POLES

Motion was made by Hansen, seconded by Hawley to approve authorization to solicit bids for the 115 KV Switch Installation – Material Purchase – Self Supporting Steel Poles. All members present voted in favor of the motion.

BIDS

AWARDING OF BIDS

WATER METERS

	<u>¾” Meters</u>	<u>1” Meters</u>	<u>Total</u>
DSG	\$18,500.00	\$53,200.00	\$71,700.00
Meter & Technology Sol.	\$22,867.00	\$53,500.00	\$76,367.00

CHEMICALS – WATER/WASTEWATER DEPARTMENT

	<u>Carbon Dioxide 150 Tons</u>	<u>Fluorosilicic Acid 1200 Gals</u>	<u>Liquid Chlorine 10 Tons</u>
Poet Ethanol Products	\$43,500.00		
Hawkins Inc		\$9,000.00	\$21,500.00

