

The regular meeting of the Municipal Utilities Board was held at 1:00 p.m. on Monday, April 14, 2025, 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 March 10, 2025, and the special meeting held March 24, 2025, were read and approved.

APPROVAL OF BILLS AND CLAIMS

Motion was made by Hansen, 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, \$513.00; ABRA of Brookings, Vehicle Maintenance, \$120.00; ADP, Inc, Payroll Processing Fee, \$2402.32; Advance Auto Parts, Supplies, \$40.12; Advanced Engineering & Environmental Service, Engineering Services, \$32776.00; Advanced Media Technologies Inc, Supplies, \$224.64; Advanced Media Technologies Inc, Systems/Cabling Inv, \$16426.78; Allegra, Printed Supplies, \$445.54; AMC Optics, Supplies, \$1369.37; Appeara, Supplies, \$175.19; AT & T Mobility, PCS Phone Service, \$3076.27; Atlas Copco Compressors LLC, Equip Maintenance, \$5009.93; Austreim Excavating, Gravel Blading, \$344.25; Automatic Building Controls Inc., Building Maintenance, \$1154.69; Bachmann Industries, LLC, Inverter, \$4996.79; Banner Associates Inc, Engineering Consulting, \$1709.75; Bendix Inc., Printer/Copier Maintenance, \$559.98; Blooston, Mordkofsky, Dickens & Prendergast, LLP, Legal Service, \$5000.00; Bluefin Payment Systems, Credit Card Processing Fee, \$14519.72; Bobcat Of Brookings, Supplies, \$350.91; Border States Elec Supply, Supplies, \$35378.35; Border States Elec Supply, Systems/Cabling Inv, \$123.16; Border States Elec Supply, Uniforms, \$269.81; Briggs, Ken, Supplies, \$46.62; Brookings Credit Bureau & Collection Agency, Delinq. Account Collection, \$238.09; Brookings Dumpster Service, Sanitation Service, \$569.26; Brookings Engraving, Supplies, \$13.50; Brookings Municipal Utilities, Office Utility Bill, \$51785.22; Brookings Municipal Utilities, Petty Cash, \$30.00; Brookings Radio, Advertising, \$3600.00; Brookings Register, Advertising/Legals, \$542.06; Brookings Small Engine LLC, Supplies/Repair, \$18.34; Bruttys Underground Sprinkler, Lawn Repair, \$1100.00; Buhls Dry Cleaners & Linen Supply, Rug/Supplies, \$185.10; Building Sprinkler Inc, Backflow & Dry Riser Replacement, \$16400.00; Business Track, Credit Card Processing Fee, \$8268.55; Calix Inc., Inventory, \$14254.50; Calix Inc., Supplies, \$8221.50; Card Connect, Credit Card Processing Fee, \$9564.86; Carquest Auto Supply, Work Equip Maintenance/Supplies, \$1727.47; Century Business Products, Printer/Copier Maintenance, \$2894.42; Century Link, Telephone Expense, \$161.88; City of Brookings, GASB 75 Audit

Service, \$1800.00; City of Brookings Landfill, Landfill Fee, \$321.75; City Of Sioux City, Storm Drainage Fee, \$193.61; Complete Plumbing Inc., Labor/Supplies, \$2654.76; Core & Main, Supplies, \$22193.26; Core & Main, Valve Boxes, \$23253.00; Core & Main, Valve Gates, \$80609.55; Courtesy Plumbing Inc., Repair/Supplies, \$1772.96; Coverstone, Crystal, Travel, \$34.00; Credit Collections Bureau, Delinq. Account Collection, \$414.69; Culligan of Brookings, Bottled Water, \$66.00; Cummins Inc, Generator Maintenance, \$2752.22; Dakota Riggers & Tool Supply, Inc, Supplies, \$551.71; Dakota Supply Group, Supplies, \$526.43; Dakota Supply Group, Systems/Cabling Inv, \$1512.16; Dakota Supply Group, Transformers, \$22394.10; Dave's Window Cleaning, Inc, Window Service, \$108.00; DenWil Hospitality, One-Call Meeting, \$464.00; Dept Of The Treasury, Federal Tax, \$5828.09; DGR Engineering Inc, Engineering Service, \$14795.50; DHE, LLC, Maintenance Fee, \$996.63; Ditch Witch UnderCon, Supplies/Work Equip Maint, \$823.76; EDM International, Inc, Phone Service, \$290.00; Eide Bailly LLP, Audit Fee, \$29925.00; Einspahr Auto Plaza, Vehicle Maintenance, \$26.60; Electric Pump, Inc, Lift Station Maintenance Agreement, \$1700.00; Ethanol Products LLC, Chemicals, \$1957.56; Express Communications, Inc., Telco Settlement, \$10668.13; Farmers Implement Irrigation, Work Equipment Maintenance, \$341.88; Fastenal Company, Supplies, \$527.80; Flexible Pipe Tools & Equip, Work Equip Maintenance/Supplies, \$55.95; Foerster Supply Inc, Supplies, \$624.00; Franz Reprographics, Inc, Plotter Maintenance, \$150.00; Frontier Precision Inc, Supplies, \$35.54; FRRPA, FRRPA Lease, \$9503.20; Golden West Technologies Inc., Tech Support, \$2825.12; Goldfield Telecom LC, Supplies, \$7780.48; GP Auto Service & Repair, Vehicle Maintenance, \$5200.00; Grainger, Supplies, \$1738.29; Graybar Electric Company, Supplies, \$4055.91; Graybar Electric Company, Systems/Cabling Inv, \$333.30; Gridor Const., Inc., Water Treatment Plant, \$1272037.72; Hansen, Seth, Travel, \$198.80; Harvey, Tim, Travel, \$341.05; Hawkins Inc, Chemicals, \$8885.03; Hawley, Spence, Travel, \$248.40; HDR, Inc, Engineering Service, \$93433.48; Henkin Schultz Comm Arts, Communications Consultant, \$3599.50; Homestead Do It Center, Supplies, \$363.98; Innovative Systems, LLC, Software/Hardware Maintenance, \$37254.71; Interstate Telecommunications Cooperative, Telephone Expense, \$352.52; J & T Exhaust World, Vehicle Maintenance, \$25.00; Jackrabbit Tire & Service, Inc, Work Equipment Maintenance, \$1612.57; L G Everist Inc, Quartzite/Gravel, \$767.29; Landsman, Alex, Travel, \$150.60; Lowe's, Supplies, \$2972.17; Lumen, Telco Settlement, \$272.22; Macksteel Warehouse Inc, Supplies, \$395.45; Malloy Electric, Motor, \$9403.50; Marsh & McLennan Agency, LLC, Professional Fees, \$1390.50; Martin's Inc, Diesel/Oil, \$1367.69; Martin's Inc, Hose, \$95.00; Matheson Tri-Gas Inc, Supplies, \$567.86; Melby Photography, Photograph, \$59.00; Menards-Sioux Falls West, Supplies, \$56.97; Meyer, Steve, Travel, \$598.95; Micro Computer Systems, Repairs/Supplies, \$59.95; Midamerican Energy, Utility Bill, \$81.49; Midwest Glass LLC, Supplies, \$98.85; Millborn Seeds Inc, Grass Seed/Fertilizer, \$280.00; Millennium, Supplies, \$1124.79; Missouri River Energy Services, Supplemental Power, \$1178757.16; Missouri River Energy Services, WAPA Allocation, \$241263.55; MMUA, Safety Training, \$7911.00; Muth Electric Inc, Strobe Light Replacement, \$1436.93; Napa Auto Parts, Supplies, \$244.01; NCTC, TV Programs Fee, \$83112.65; Northern Tool & Equipment, Supplies, \$12.99; Northwestern Energy, Natural Gas, \$2806.65; Novak Sanitary Service, Shredding, \$757.73; NTCA-The Rural Broadband Assoc., Membership Dues, \$26250.00; Office Peeps Inc, Supplies, \$4814.05; Oil Price Information Service, LLC, Publication, \$546.00; One Source - The Background Check Company, Employee Verification, \$82.00; OneNeck IT Solutions LLC, Hardware/Software/Consulting, \$546.19; Outlaw Graphics, Supplies/Decals, \$375.00; Party Depot, Event Supplies, \$70.51; Pests B Dead LLC, Pest

Control, \$275.00; Pete Lien & Sons Inc, Chemicals, \$3686.28; Pinnacle Marketing Group, Directory Publication, \$8620.83; Prairie Wind Heating and Air LLC, Supplies, \$1172.39; Prunty Construction Co, Inc, Raw/Treated Water Pipelines, \$426229.19; Ramsdell F&M Ltd., LP Fill, \$70.20; RC First Aid, Supplies, \$209.50; Riverside Technologies, Inc., Laptops/Desktop Computers, \$8813.00; Robinson, Mike, Travel, \$1210.94; Runnings, Supplies, \$4395.10; Schaffer Law Office, Prof. LLC, Legal Service, \$1300.00; Schoon's Pump N' Pak, Vehicle Gasoline, \$6654.71; Schweitzer Engineering Laboratories, LLC, Supplies, \$7752.01; SD Dept of Health Lab Remit Center, Testing W-WW Samples, \$454.00; SD Dept of Rev, Enhanced 911, \$12898.76; SD Electrical Commission, Wiring Permits/Inspections, \$100.00; SD Treasurer, Sales/Excise Tax, \$166307.45; SDML Workers' Comp Fund, Workers Comp Insurance, \$405.00; SDN Communications, Circuit Lease, \$19201.04; Sentry, LLC, Wellfield Expansion, \$456653.70; Sioux Falls Utilities, Utility Bill, \$41.95; Sioux Valley Energy, Dispatching Service, \$1100.00; Sioux Valley Environmental, Inc, Supplies, \$125.00; Sodak Painting, Painting, \$1656.20; South Dakota Newspaper Services. Inc, Employment Advertising, \$705.36; South Dakota One Call, Locate Fee, \$327.60; Springbrook, Credit Card Processing Fee, \$2664.92; Springbrook Holding Company LLC, Software Support, \$6237.00; Springbrook Holding Company LLC, TOU/AMI Software Improvements, \$3135.00; Stan Houston Equipment Co Inc, Supplies, \$727.19; State Of South Dakota, Record Retention, \$8.91; Steffen, Bryce, Travel, \$184.00; Steven J. Britzman, Attorney At Law, Legal Service, \$1723.00; Stuart C. Irby, Supplies, \$6635.00; Stuart C. Irby, Switchgear, \$106640.00; Sturdevant's Auto Value, Supplies, \$1263.05; Swanson, Todd, Travel, \$289.00; Swiftel Communications, Office Phone Bill, \$148590.72; The UPS Store 5064, Freight, \$819.65; Thermo Fisher Scientific (Asheville) LLC, Supplies, \$350.00; Thompson, Ryan, Travel, \$88.40; Thryv, Inc, Advertising, \$436.02; Tires Tires Tires, Vehicle Maintenance, \$407.65; T-Mobile, PCS Phone Service, \$54.67; Travel Leaders, Air Fare, \$2495.90; Tropical Smoothie Cafe, Employee Recognition, \$169.50; Turfguard Lawn Service Inc., Weed Spraying, \$662.00; Two Way Solutions Inc, Repairs/Supplies, \$515.99; U.S. Bank National Association, SRF Loan Payment, \$435545.73; United Parcel Service, Freight, \$18.00; Universal Service Adm. Co, USAC Contribution, \$32854.15; USA Bluebook, Supplies, \$6623.52; Vandersnick, Nathan, Travel, \$115.60; Vaonet, Support Agreement, \$4250.00; Velocity Dynamics, LLC, Supplies, \$119.79; Vermeer High Plains, Supplies, \$1060.94; VoIP Supply Co, Systems/Cabling Inv, \$4572.00; Waterly, LLC, Software Maintenance, \$8000.00; Wesco, Cabinets, \$13950.00; Wesco, Supplies, \$3231.50; WW Tire Service Inc, Work Equipment Maintenance, \$142.45; Xcel Energy/NSP, Utility Bill, \$7.28; BK HOME BUILDERS, Refund Check, \$74.86; BOTERMAN, KYLIE, Refund Check, \$83.97; GEU, AJAK, Refund Check, \$229.39; JAYASOORIYA, ANUPRIYA, Refund Check, \$89.00; Kendall, Duane, Conserve/Demand Incentive, \$325.00; Leopold, Jennifer, Conserve/Demand Incentive, \$25.00; Mills, Renae, Conserve/Demand Incentive, \$175.00; MK Properties, Conserve/Demand Incentive, \$2546.82; MORALES, MELISSA, Refund Check, \$65.18; PARK VIEW APTS, Refund Check, \$20.18;

EXECUTIVE SESSION

Motion was made by Hansen, seconded by Bartels 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, discuss marketing or pricing strategies, All members present voted in favor of the motion.

The Board reconvened in open session.

WAPA CONTRACT FOR INTERCONNECTION & WAPA OPERATING AGREEMENT

Motion was made by Carruthers that the following Resolution No. 8-25 be approved.

RESOLUTION NO. 8 - 25

RESOLUTION AUTHORIZING THE EXECUTION
OF THE FOLLOWING CONTRACT AMENDMENTS
TO THE WESTERN AREA POWER ADMINISTRATION

WHEREAS, pursuant to previous action taken, the City of Brookings and Brookings Municipal Utilities (“BMU”) have entered into an agreement and supplements to that agreement to obtain a firm power allocation of federal hydroelectricity from the United States Department of Energy, Western Area Power Administration, Pick-Sloan Missouri Basin Program, Eastern Division, (“Western”) pursuant to a Contract for Firm Electric Service for a term extending through December 31, 2050; and

WHEREAS, Western joined Southwest Power Pool Inc. (SPP) on October 1, 2015 and placed qualifying transmission facilities into SPP functional control; and

WHEREAS, Western completed construction of the new Brookings-WAPA substation in 2020; and

WHEREAS, Western has asked BMU to approve six Amendments to the contracts for firm electric service and their associated exhibits namely: Firm Electric Service Contract No. 15-UGPR-1000; Firm Electric Service Contract No. 15-UGPR-2000; Interconnection Contract No. 15-UGPR-2000.1; and Consolidated Facility Arrangements Contract No. 15-UGPR-3000. Each Contract Amendment shall be effective on the date of execution and in effect through December 31, 2050; and

WHEREAS, Eric Rasmussen, attorney for BMU, has reviewed the proposed agreements and has concluded, by documented opinion dated October 28, 2024, that the agreements are acceptable for execution.

BE IT RESOLVED by the Brookings Municipal Utilities Board (the Board) that the following Contract Amendments to the Western Area Power Administration be hereby approved:

1. 15-UGPR-1000_ Exhibit B – Operating Agreement Including Quantitative Determinations
2. 15-UGPR-1000_ Exhibit C – Transmission Path and Delivery and Measurement Conditions

3. 15-UGPR-2000.1_Main – Contract for Interconnection with Brookings and Southwest Power Pool
4. 15-UGPR-2000.1_Ex A – Points of Interconnection, Tie Lines, and Facilities, Ownership, and Responsibilities
5. 15-UGPR-2000.1_Exhibit B – Authorized Representatives and Notices
6. 15-UGPR-3000_Exhibit A – Consolidated Facility Arrangement

NOW, THEREFORE, BE IT FURTHER RESOLVED that the President of the Board and/or Executive Vice President/General Manager be hereby authorized to execute the approved contract documents.

Adopted this 14th day of April, 2025.

ATTEST:

Seth Hansen, Secretary

Tim Harvey, President

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

SURPLUS EQUIPMENT FOR DESTRUCTION

Motion was made by Hawley that the following Resolution No. 9-25 be approved.

RESOLUTION NO. 9 - 25

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:

Printers	7
Monitors	2
Desktops	11
Servers	12
Network Equipment	26
IPADs	2
Office Chairs	2

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 for destruction in accordance with the provision of SDCL 6-13.

Adopted this 14th day of April, 2025.

ATTEST:

Seth Hansen, Secretary

Tim Harvey, President

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

SURPLUS EQUIPMENT FOR SALE

Motion was made by Bartels that the following Resolution No. 10-25 be approved.

RESOLUTION NO. 10 - 25

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:

2001 Ford E150 Van
VIN #1FMRE11W61HB38223

1997 Ford F250 Flatbed Pickup
VIN #1FDHF26H3VEB69624

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 14th day of April, 2025.

ATTEST:

Seth Hansen, Secretary

Tim Harvey, President

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

BIDS

AWARDING OF BIDS

DUMP STATION

Clark Drew Construction	\$112,449.50
Timmons Construction	\$165,981.05
Level Contracting Inc.	\$173,853.35

Motion was made by Carruthers, seconded by Hansen that the low bid of Clark Drew Construction for the Dump Station in the amount of \$112,449.50 be approved; 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.

VEHICLES

	<u>2025 ¾ Ton 4x4 Crew Cab</u>	<u>2025 ½ Ton 4x4 Crew Cab</u>
Einspahr Auto Plaza	\$56,575.00	\$53,665.00
Brookings Automall	\$54,881.00	\$54,881.00
	<u>2025 ½ Ton 4x4 Crew Cab With Trade-In</u>	<u>2025 ½ Ton 4x4 Crew Cab With Trade-In</u>
Einspahr Auto Plaza	\$47,665.00	\$51,665.00
Brookings Automall	\$46,114.00	\$51,114.00

Motion was made by Hawley, seconded by Carruthers that the following low bids be approved: Brookings Automall, 2025 ¾ Ton 4x4 Crew Cab, \$54,881.00, 2025 ½ Ton 4x4 Crew Cab with trade, \$46,114.00; 2025 ½ Ton 4x4 Crew Cab with trade, \$51,114.00; and Einspahr Auto, 2025 ½ Ton 4x4 Crew Cab, \$54,881.00; 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.

SURPLUS EQUIPMENT TO BE TRADED IN

Motion was made by Hansen that the following Resolution No. 10-25 be approved.

RESOLUTION NO. 11 - 25

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:

2011 Ford ¾ Ton F250 Ext. Cab 4x2 Pickup
VIN #1FT7X2A67BEC30830

2000 Chevrolet K1500 Ext. Cab 4x4 Pickup
VIN #1GCGK29U7YE323700

20 – IPADS (6th, 7th & 8th Generation)

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 14th day of April, 2025.

ATTEST:

Seth Hansen, Secretary

Tim Harvey, President

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

TELECOMMUNICATIONS STRATEGIC PRIORITIES

Curt Kabris reported on the Telecommunications Department strategic priorities. No action was taken.

EXECUTIVE SESSION

Motion was made by Hawley, seconded by Carruthers that the Board adjourn to an executive session to discuss personnel. All members present voted in favor of the motion.

The Board reconvened in open session.

ADJOURNMENT

The meeting adjourned.

ATTEST:

Seth Hansen, Secretary

Tim Harvey, President