

Municipal Utilities Board
City of Brookings

April 17, 2026

The regular meeting of the Municipal Utilities Board was held at 12:00 p.m. on Friday, April 17, 2026, at the Utility Building with the following members present: Bartels, Hansen, Harvey, President Carruthers and City Council Liaisons Avery and Specker. Absent: Hawley.

ADOPTION OF AGENDA

The agenda was adopted.

MINUTES

Minutes of the regular meeting held March 9, 2026, and the special meetings held March 23, 2026 and April 6, 2026, were read and approved.

APPROVAL OF BILLS AND CLAIMS

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

605 Custom Design LLC, Uniforms, \$816.00; Access Health-Brookings, Drug Screening, \$11205.00; ADP, Inc, Payroll Processing Fee, \$2750.81; Agwrx Cooperative, Supplies/LP, \$3041.59; Allegra, Printed Supplies, \$45.70; Allstate Tower Inc., Tower Inspection, \$10900.00; American Fence Company of SD, Gate Roller & Fence Repairs, \$2336.74; Anixter Inc, Supplies, \$2605.00; Anixter Inc, Systems/Cabling Inv, \$232.00; AT & T Mobility, PCS Phone Service, \$3100.54; Aureon Network Services, LNP Fees, \$80.00; Axtell, Nicholas, CDL Renewal, \$45.00; Axtell, Nicholas, Travel, \$63.90; Baker Tilly Advisory Group, LP, Consulting Service, \$1600.00; Bendix Inc., Printer/Copier Maintenance, \$3179.86; Beynon, Marshall, Travel, \$74.80; Bluefin Payment Systems, Credit Card Processing Fee, \$14805.81; Bobcat Of Brookings, Skid Steer Loader, \$66403.34; Border States Elec Supply, Inc, Supplies, \$2263.90; Border States Elec Supply, Inc, Systems/Cabling Inv, \$1760.37; Brookings Credit Bureau & Collection Agency, Delinq. Account Collection, \$181.56; Brookings Dumpster Service, Sanitation Service, \$569.26; Brookings Engraving, Supplies, \$356.73; Brookings Municipal Utilities, Office Utility Bill, \$59362.56; Brookings Municipal Utilities, Petty Cash, \$350.00; Brookings Radio, Advertising, \$1500.00; Brown, Jarrett, Travel, \$20.40; Brutty, Devon, CDL Renewal, \$65.00; Buhls Dry Cleaners & Linen Supply, Rug/Supplies, \$185.10; Business Track, Credit Card Processing Fee, \$7851.36; Butler Machinery Company, Annual Inspection, \$2003.00; Card Connect, Credit Card Processing Fee, \$9847.38; Carquest Auto Supply, Work Equip Maintenance/Supplies, \$1496.00; Carrier Management Systems Inc, Subscription, \$1378.49; CDW Government Inc, Adobe License, \$7752.87; CDW Government Inc, Computer Equipment/Supplies, \$615.03; Century Link, Telephone Expense, \$264.39; Choice IT Global LLC, Supplies, \$1102.25; City of Brookings, Contract Fee, \$6401.98; City of Brookings, GASB

75 Audit Service, \$1900.00; City of Brookings Landfill, Landfill Fee, \$414.55; City of Sioux City, Storm Drainage Fee, \$193.61; Connections Inc, EAP Service, \$1023.06; Convergent Technologies LLC, Security Cameras, \$3751.16; Core & Main, Supplies, \$2055.37; Core Telecom Systems Inc, Supplies, \$1051.90; Courtesy Plumbing Inc., Repair/Supplies, \$38.05; Credit Collections Bureau, Delinq. Account Collection, \$501.71; Culligan of Brookings, Bottled Water, \$66.00; D.M. Designs LLC, Event Supplies, \$500.00; Dakota Land Design, LLC, Front Entry Remodel, \$76500.00; Dakota Riggers & Tool Supply, Inc, Supplies, \$746.54; Dakota Supply Group Inc, Systems/Cabling Inv, \$299.14; Dave's Window Cleaning, Inc, Window Service, \$143.00; Denison, Devin, CDL Renewal, \$45.00; Dept Of The Treasury, Federal Tax, \$4809.81; Detection Instruments Corp., Supplies, \$323.19; DGR Engineering Inc, Engineering Services, \$9392.00; DHE, LLC, Maintenance Fee, \$700.00; Dickey, Lance, CDL Renewal, \$45.00; Ditch Witch UnderCon, Supplies/Work Equip Maint, \$5424.54; EDM International, Inc, Phone Service, \$290.00; Egeberg, Aaron, Travel, \$20.40; Einspahr Auto Plaza, Vehicle Maintenance, \$209.69; Ekern, Jeff, Travel, \$20.40; Electric Pump, Inc, Service Agreement, \$1700.00; Ethanol Products LLC, Chemicals, \$2253.36; Express Communications, Inc., Telco Settlement, \$9633.58; FanDuel Sports Network, Contract Fee, \$3061.60; Fastenal Company, Supplies, \$851.97; First Bank & Trust, Bank Processing Fee, \$0.75; First Bank & Trust - Visa, Supplies, \$302.62; Flagshooter, Inc, Supplies, \$5871.05; Flexible Pipe Tools & Equip, Work Equip Maintenance/Supplies, \$467.15; Foerster Supply Inc, Supplies, \$217.00; Fox Corporation, Contract Fee, \$192.54; Franz Reprographics, Inc, Plotter Maintenance, \$165.00; Gardner Acoustical LLC, Ceiling Tiles, \$19422.00; Golden West Technologies Inc., Tech Support, \$3663.44; GP Auto Service & Repair, Vehicle Maintenance, \$591.78; Grainger, Supplies, \$155.29; Graybar Electric Company, Supplies, \$1258.28; Graybar Electric Company, Systems/Cabling Inv, \$603.90; Great Northern Environmental, LLC, Supplies, \$531.40; Gridor Const., Inc., Water Treatment Plant, \$127778.18; Halgerson, Russ, Travel, \$43.50; Hawkins Inc, Chemicals, \$16472.65; HDR, Inc, Engineering Service, \$27037.00; Henkin Schultz Inc, Communications Consulting, \$2480.00; Henningsen, Evan, Travel, \$74.80; Hillyard/Sioux Falls, Janitorial Supplies, \$603.64; Homestead Do It Center, Supplies, \$48.48; Hy-Vee #55635, Supplies, \$238.32; I-29 Truck Shop, LLC, Work Equipment Maintenance, \$328.79; Iconectiv, LLC, LNP Fee, \$527.22; Infinite Welding & Machine, Labor/Supplies, \$2155.28; Innovative Systems, LLC, Software/Hardware Maintenance, \$22995.00; InTech Trailers, Inc, Telephone Fiber Trailer, \$34967.50; Interstate All Battery Center, Supplies, \$835.20; Interstate Telecommunications Cooperative, Telephone Expense, \$351.64; Jackrabbit Tire & Service, Inc, Work Equipment Maintenance, \$1104.00; Jenne, Inc, Systems/Cabling Inv, \$418.20; KGP Logistics Inc, Ethernet Switches, \$49516.91; KorTerra Inc, Locate Ticketing Software, \$12640.00; Krier & Blain Inc, HVAC Maintenance, \$1930.67; L G Everist Inc, Quartzite/Gravel, \$1915.47; Lowe's, Supplies, \$778.45; Lowe's, Systems/Cabling Inv, \$28.48; M & T Fire and Safety, Inc, Supplies, \$90.00; Mack, Scott, Travel, \$773.52; Martin's Inc, Diesel/Oil, \$3485.22; Matheson Tri-Gas Inc, Supplies, \$315.75; Mathison, Scott, CDL Renewal, \$43.00; McClain, Konnor, CDL Renewal, \$65.00; McClain, Konnor, Travel, \$20.40; Meyer, Steve, Travel, \$151.28; Midamerican Energy, Utility Bill, \$119.86; Midcontinent Communications, Contract Fee, \$731.34; Midwest Glass LLC, Door Frame, \$2035.00; Missouri River Energy Services, Registration, \$1743.88; Missouri River Energy Services, Supplemental Power, \$1269564.06; Missouri River Energy Services, WAPA Allocation, \$256255.00; MMUA, Safety Training, \$8305.00; MVTL Laboratories Inc., Wastewater Analysis, \$2023.86; Napa Auto Parts, Supplies, \$338.96; NCTC, TV Programs Fee, \$86652.72; Nelson, Brian K, Travel, \$20.40; Nexstar

Broadcasting, Inc., Contract Fee, \$16027.86; Northwestern Energy, Natural Gas, \$3008.14; Novak Sanitary Service, Shredding, \$278.21; NTCA-The Rural Broadband Assoc., Membership Dues, \$25824.48; Office Peeps Inc, Supplies, \$1278.49; Oil Price Information Service, LLC, Publication, \$579.00; Pedersen, Bryan, Travel, \$74.80; Pests B Dead LLC, Pest Control, \$415.00; Pete Lien & Sons Inc, Chemicals, \$22837.48; Pinnacle Marketing Group, Directory Publication, \$7633.77; Pizza Ranch, Event Supplies, \$119.93; Purafil, Inc., Supplies, \$3307.98; Pye-Barker Fire & Safety, LLC, Fire Extinguisher/Maintenance, \$953.00; Ramsdell F&M Ltd., LP Fill, \$63.30; RC First Aid, Supplies, \$568.00; Rients, Shane, Travel, \$81.60; Riverside Technologies, Inc., Supplies/Repairs, \$3017.00; Robinson, Mike, Travel, \$196.80; Runnings, Supplies, \$3477.07; Runnings, Uniforms, \$79.50; Rymerson, Tanner, Travel, \$88.00; Schaffer Law Office, Prof. LLC, Legal Service, \$1925.00; Schoon's Pump N' Pak, Vehicle Gasoline, \$4579.93; Schwartz Manure Hauling & Septic Service Inc, Sludge Removal, \$2325.00; SD Dept of Health Lab Remit Center, Testing W-WW Samples, \$1928.00; SD Dept of Rev, Enhanced 911, \$10168.48; SD Treasurer, Sales/Excise Tax, \$19040.68; SDN Communications, Circuit Lease, \$17426.67; SDSU Dairy Plant, Event Supplies, \$260.73; SDSU Financial Aid Office, Scholarship, \$1500.00; Sentry, LLC, Wellfield Expansion, \$250156.64; Sherwin-Williams Co, Supplies, \$38.95; Sioux Falls Utilities, Utility Bill, \$43.89; Sioux Valley Energy, Dispatching Service, \$1100.00; South Dakota Newspaper Services. Inc, Employment Advertising, \$961.12; South Dakota One Call, Locate Fee, \$284.55; Springbrook, Credit Card Processing Fee, \$2775.58; Springbrook Holding Company LLC, Software Support, \$6713.50; State Of South Dakota, Record Retention, \$7.59; Sturdevant's Auto Value, Supplies, \$1122.55; Swiftel Communications, Office Phone Bill, \$182068.81; Thatcher Company, Inc, Chemicals, \$13621.92; The Brookings Register, Advertising/Legals, \$427.47; The UPS Store 5064, Freight, \$1969.82; Thompson, Ryan, Travel, \$319.21; Thryv, Inc, Advertising, \$466.10; Titan Machinery, Inc, Work Equipment Maintenance, \$411.91; T-Mobile, PCS Phone Service, \$55.74; Two Way Solutions Inc, Repairs/Supplies, \$530.99; U.S. Bank National Association, SRF Loan Payment, \$557772.36; United Parcel Service, Freight, \$93.53; Universal Service Adm. Co, USAC Contribution, \$31399.31; US Signal Company, LLC, Hardware/Software/Consulting, \$19224.35; USA Bluebook, Supplies, \$2405.45; Vandersnick, Nathan, CDL Renwal, \$45.00; Vantage Point Solutions Inc., Engineering Consulting, \$350.00; Verizon, Phone Service, \$20.02; Vermeer High Plains, Supplies, \$2610.90; Volkens, Jason, CDL Renewal, \$45.00; Vrchota, Morgan, CDL Renewal, \$45.00; Vrchota, Morgan, Travel, \$20.40; Wage Works, Inc, Benefit Plan Fee, \$135.00; Wesco, URD Primary Conductor, \$118971.43; WW Tire Service Inc, Work Equipment Maintenance, \$58.15; Xcel Energy/NSP, Utility Bill, \$38.46; CONSTANCIO, MARIO, Refund Check, \$72.06; Glatzel, Doris, Telephone Refund, \$7.07; Haber, Brandon, Telephone Refund, \$35.18; Hanson, Olivia, Telephone Refund, \$62.86; HERNANDEZ, ANOLAN, Refund Check, \$355.93; Jastram, Jerry, Conserve/Demand Incentive, \$250.00; Khan, Nichole, Telephone Refund, \$333.41; Kratz, Britta, Telephone Refund, \$34.82; Lamp, Staci, Telephone Refund, \$170.00; Marker, Kyle, Telephone Refund, \$51.07; Minor Investments Family, LLLP, Conserve/Demand Incentive, \$23136.00; MINOR, DWAIN & HELEN, Refund Check, \$35.30; OFFICE OF ENERGY ASSISTANCE, Refund Check, \$283.09; OLSON, PAM & CURTIS, Refund Check, \$15.79; Peterson, Iscie, Telephone Refund, \$19.77; POWNELL, NICHOLE, Refund Check, \$66.86; Precision Health Technologies, LLC, Telephone Refund, \$8.50; Richter, Charles, Conserve/Demand Incentive, \$25.00; Skogen, Seth, Telephone Refund, \$88.12; Snyder, Bradley, Telephone Refund, \$75.87; Sonshine Inn, Telephone Refund, \$398.41; Wysong, Zander, Telephone Refund, \$45.51;

PERSONNEL INFORMATION

Department Salaries (March): Electric, \$271,258.54; Water, \$142,295.46; Wastewater, \$128,336.65; Telephone, \$346,619.91; Retirement, \$52,041.38; Social Security, \$63,299.85; Insurance, \$126,675.57; Deferred Comp, \$17,217.90.

Salary Changes: H. Beynon, \$6,510.37; R. Straub, \$7,954.49; W. Lower, \$39.18

LAND RENTAL AGREEMENTS

Motion was made by Harvey that the following Resolution No. 9-26 be approved.

RESOLUTION NO. 9 - 26

RESOLUTION TO LEASE REAL PROPERTY TO PRIVATE INDIVIDUALS

WHEREAS Brookings Municipal Utilities (BMU) solicited quotes for leasing hay/grassland for five (5) parcels; and

WHEREAS BMU received quotes from various parties for the hay/grassland parcels; and

WHEREAS it is recommended that the high quote for each parcel of land be accepted.

NOW THEREFORE BE IT RESOLVED by the Brookings Municipal Utilities Board that BMU intends to enter into the following Leases for a period of two (2) years, commencing on May 1, 2026, ending on April 30, 2028, for the following described properties:

North Well Field lease contract entered into with Caleb VanSickle for \$16,500.00 per year for two years, first year payable on June 15, 2026 and second year payable on June 15, 2027.

East Well Field (south of 8th Street South) lease contract entered into with David Berndt for \$21,808.00 per year for two years, first year payable on June 15, 2026 and second year payable on June 15, 2027.

East Well Field (north of 8th Street South) lease contract entered into with Daniel Bauer for \$7,200.00 per year for two years, first year payable on June 15, 2026 and second year payable on June 15, 2027.

East Well Field (south of Hwy 14) lease contract entered into with Eric Were for \$16,000.00 per year for two years, first year payable on June 15, 2026 and second year payable on June 15, 2027.

Water Treatment Plant lease contract entered into with Caleb VanSickle for \$1,935.00 per year for two years, first year payable on June 15, 2026 and second year payable on June 15, 2027.

Adopted this 17th day of April, 2026.

ATTEST:

Spence Hawley, Secretary

Doug Carruthers, President

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

WAPA REC CONTRACT REVISIONS

Motion was made by Hansen that the following Resolution No. 10-26 be approved.

RESOLUTION NO. 10 - 26

RESOLUTION APPROVING WESTERN AREA POWER
ADMINISTRATION RENEWABLE ENERGY CERTIFICATES CONTRACT REVISIONS

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

1. The Agreements entitled "Contract Amendment No. 1 to the Contract No. 15-UGPR-1000 – Contract for Firm Electric Service to City of Brookings, South Dakota" and "Contract No. 25-UGPR-141 – Contract for Missouri Basin Municipal Power Agency dba Missouri River Energy Services to Administer Renewable Energy Certificates for the City of Brookings, South Dakota 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 17th day of April, 2026.

ATTEST:

Spencer Hawley, Secretary

Doug Carruthers, President

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

SURPLUS EQUIPMENT TO BE SOLD

Motion was made by Harvey that the following Resolution No. 11-26 be approved.

RESOLUTION NO. 11 - 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:

2011 Ford Pickup (T-55)
¾ Ton F250 Extended Cab 4x4 with topper
VIN: 1FT7X2B60BEC30831

2014 Ford Pickup (T-61)
½ Ton K1500 Extended Cab 4x4
VIN: 1FTFX1EF9EKD94179

1990 Ford Dump Truck (E-73)
F600 Series Dump Truck
VIN: 1FDMK64P7LVA49334

2013 Bobcat Skid steer (E-48)
S650 Series Bobcat skid steer
VIN: A3NV21311

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 17th day of April, 2026.

ATTEST:

Spence Hawley, Secretary

Doug Carruthers, President

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

SURPLUS EQUIPMENT FOR DESTRUCTION

Motion was made by Harvey that the following Resolution No. 12-26 be approved.

RESOLUTION NO. 12 - 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:

<u>Qty</u>	<u>Item Description</u>
22	Phones (obsolete)
21	Routers (obsolete and non-supported)
12	Phone accessories
5	Batteries (no longer serviceable)
2	Connectors (obsolete)
4,361 ft	48-strand Outside Plant Fiber Cable
3	Valves - East Water Plant High Lift Pumps

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 17th day of April, 2026.

ATTEST:

Spence Hawley, Secretary

Doug Carruthers, President

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

AUTHORIZATION TO SOLICIT BIDS

WATER LINE REPLACEMENT TO WASTEWATER TREATMENT PLANT

Motion was made by Hansen, seconded by Bartels to approve authorization to solicit bids for the Water Line Replacement to the Wastewater Treatment Plant. All members present voted in favor of the motion.

BIDS

AWARDING OF BIDS

115 KV SWITCH INSTALLATION – MATERIAL PURCHASE – STEEL POLES

TransAmerican Power Products \$149,290.00

ROADWAY AND DECORATIVE STREET LIGHT FIXTURES

	Item I	Item II
Border States Electric Supply	\$120,892.50*	\$24,269.00*
Graybar Electric Supply	\$121,800.00	\$24,576.00
Resco	\$121,263.00*	\$24,454.80*
	Item III	Item IV
Border States Electric Supply	\$24,690.00*	\$16,500.00*
Graybar Electric Supply	\$24,576.00	\$16,428.00
Resco	\$24,454.80*	\$16,345.32*

*Non-compliant bid

Motion was made by Hansen, seconded by Harvey that the following low bids be approved: TransAmerican Power Products for the 115 KV Switch Installation – Steel Poles for \$149,290.00; Graybar Electric for Item I -150 Roadway ATB2 Luminaires, \$121,800.00; Item II - 24 Decorative Washington 3K Luminaires, \$24,576.00; Item III – 24 Decorative Washington 4K Luminaires, \$24,576.00; and Item IV - 12 Decorative Memphis Tear Drop Luminaires, \$16,428.00; 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.

VEHICLES

	Item #1	Item #2	Item #3
	2026 ½ Ton 4x4 Crew Cab <u>Pickup</u>	2026 ½ Ton 4x4 Crew Cab <u>Pickup</u>	2026 ¾ Ton 4x4 Double <u>Cab Pickup</u>
Einspahr Auto	\$57,705.00	\$57,705.00	\$56,670.00
Brookings AutoMall	\$51,952.00	\$51,952.00	\$53,343.00

Motion was made by Harvey, seconded by Hansen that the following low bids be approved: Brookings AutoMall for the 2026 ½ Ton 4x4 Crew Cab Pickup for \$51,952.00 for the Water Department and 2026 ½ Ton 4x4 Crew Cab Pickup for \$51,952.00 DSG for the Telephone Department; and that, after reviewing the contract 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.

PREANNEXATION PRESENTATION

The BMU Board heard the preannexation presentation from the city staff and mayor.

MRES RESIDENTIAL ELECTRIC CUSTOMER SURVEY RESULTS

BMU partnered with Missouri River Energy Services to conduct a residential electric customer satisfaction survey in October 2025. The Board reviewed the findings of this survey.

EXECUTIVE SESSION

Motion was made by Bartels, 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.

ADJOURNMENT

The meeting adjourned.

ATTEST:

Spencer Hawley, Secretary

Doug Carruthers, President