

A special meeting of the Municipal Utilities Board was held at 11:45 a.m. on Tuesday, May 27<sup>th</sup>, 2025, via Microsoft Teams with the following members present: Bartels, Hansen, Harvey, Hawley and President Carruthers.

### APPROVAL OF BILLS AND CLAIMS

Motion was made by Hawley, seconded by Hansen that the following bills and claims be approved:

605 Custom Design LLC, Uniforms, \$1538.00; Adobe Systems Inc, Software, \$2880.00; ADP, Inc, Payroll Processing Fee, \$2509.87; Advance Auto Parts, Supplies, \$112.55; Advanced Engineering & Environmental Service, Engineering Services, \$19946.41; Advanced Media Technologies Inc, Systems/Cabling Inv, \$1806.57; Agwrx Cooperative, Supplies/LP, \$275.25; Allegra, Printed Supplies, \$444.17; Anixter Inc, Systems/Cabling Inv, \$65224.00; Appera, Supplies, \$67.06; Atlas Copco Compressors LLC, Equip Maintenance, \$65.65; Avera Occupational Medicine-Mitchell, Drug Screening, \$51.00; Banner Associates Inc, Engineering Consulting, \$3747.50; Bendix Inc., Printer/Copier Maintenance, \$102.72; Bierschbach Equipment, Supplies, \$211.39; Bobcat Of Brookings, Supplies, \$352.48; Border States Elec Supply, Inventory, \$780.00; Border States Elec Supply, Supplies, \$6911.01; Border States Elec Supply, Systems/Cabling Inv, \$5.34; Border States Elec Supply, Uniforms, \$4316.95; Brookings Conservation District, Drill Rental/Grass Seed, \$3550.00; Brookings County Finance Office, Vehicle Registration/Plates, \$26.70; Brookings Credit Bureau & Collection Agency, Delinq. Account Collection, \$317.27; Brookings Engraving, Supplies, \$25.00; Brookings Municipal Utilities, Petty Cash, \$37.00; Brookings Register, Advertising/Legals, \$53.96; Brower Construction Inc, Supplies, \$1450.00; Buhls Dry Cleaners & Linen Supply, Rug/Supplies, \$185.10; Builders FirstSource, Supplies, \$350.16; Calix Inc., Service Agreement, \$1226.00; Carquest Auto Supply, Work Equip Maintenance/Supplies, \$132.90; CDW Government Inc, Computer Equipment/Supplies, \$468.14; Century Link, Telephone Expense, \$268.06; Choco Latte, Event Supplies, \$30.00; City of Brookings Landfill, Landfill Fee, \$231.08; Collins, Mike, Travel, \$40.40; Complete Plumbing Inc., Labor/Supplies, \$144.22; Core & Main, Supplies, \$4079.60; Courtesy Plumbing Inc., Repair/Supplies, \$73.50; Creative Printing Inc., Printed Materials, \$5762.08; Dakota Riggers & Tool Supply, Inc, Supplies, \$1214.27; Dakota Supply Group, Supplies, \$493.39; DANR, Stormwater Const. Permit Fee, \$250.00; Ditch Witch UnderCon, Supplies/Work Equip Maint, \$353.19; Eide Bailly LLP, 2024 Audit, \$9000.00; Eide Bailly LLP, GASB Consulting, \$2199.95; Einspahr Auto Plaza, Vehicle Maintenance, \$200.40; Ekern, Jeff, Travel, \$20.40; Elkton Electric, Wiring Permits, \$505.73; Ethanol Products LLC, Chemicals, \$636.84; Express Communications, Inc., Telco Settlement, \$9833.94; Fastenal Company, Supplies, \$497.77; Ferguson Waterworks #2516, Water Meters, \$46250.00; First Bank & Trust Visa, Lodging/Car Rental/Registration, \$8981.40; Foerster Supply Inc, Supplies, \$1263.09; Foerster Testing Limited, Compaction Tests, \$875.00; Frontier Precision Inc, Annual Software Maintenance, \$720.00; FRRPA, FRRPA Lease, \$9301.20; G & R Controls, Inc,

Equipment Repair/Supplies, \$874.29; Gardner Acoustical, Ceiling Tile Repairs, \$2310.00; GCS Holdings LLC, Tower Lease Payment, \$600.00; General Repair Service Inc, Repair/Supplies, \$442.36; Goldfield Telecom LC, Support, \$1471.20; GP Auto Service & Repair, Vehicle Maintenance, \$126.97; Grainger, Supplies, \$2343.92; Graybar Electric Company, Supplies, \$2326.11; Great Northern Environmental, LLC, Supplies, \$3498.67; GreatBlue Research, Inc, Customer Survey, \$5700.00; GuidePoint Security, LLC, License, \$537.01; H & A Enterprises, Tower Lease Payment, \$922.37; Hawkins Inc, Chemicals, \$9604.31; Hawkins Inc, Supplies, \$48.44; Hillyard/Sioux Falls, Janitorial Supplies, \$810.75; Hireclick-Keloland Employment, Employment Advertising, \$309.00; Homestead Do It Center, Supplies, \$1726.96; Hometown Service & Tire LLC, Vehicle Maintenance, \$41.00; Hydro Tech Service, Supplies, \$918.00; Hy-Vee #55635, Supplies/Event Supplies, \$431.48; I-29 Truck Shop, LLC, Work Equipment Maintenance, \$124.37; Iconectiv, LLC, LNP Fee, \$696.47; Interstate TRS Fund Admin, Teleco Relay Service, \$8533.67; Jackrabbit Tire & Service, Inc, Work Equipment Maintenance, \$553.59; Jenne, Inc, Supplies, \$321.47; Jimmy Johns #926, Meeting Supplies, \$259.87; John Deere Financial, Supplies, \$162.25; Kindt, Scott, Travel, \$20.40; Kuechenmeister, Mark, Travel, \$20.40; Lakeland Engineering Co, Supplies, \$542.64; Landsman, Alex, Travel, \$20.40; Lower, Bill, Travel, \$20.40; Lowe's, Supplies, \$266.11; Lowe's, Systems/Cabling Inv, \$55.30; M & T Fire and Safety, Inc, Supplies, \$261.00; Malloy Electric, Repairs/Supplies, \$214.02; Marsh & McLennan Agency, LLC, Professional Fees, \$1390.50; Martin's Inc, Diesel/Oil, \$810.20; Matheson Tri-Gas Inc, Supplies, \$288.51; McGrath North Mullin & Kratz, Legal Service, \$2927.50; Midamerican Energy, Utility Bill, \$21.97; Midwest Glass LLC, Supplies, \$70.00; Millennium, Supplies, \$190.41; Missouri River Energy Services, Rebate Processing Software, \$500.00; Missouri River Energy Services, Supplemental Power, \$1073492.87; Missouri River Energy Services, WAPA Allocation, \$235754.20; Moss Adams LLP, Consulting Service, \$600.00; MVTL Laboratories Inc., Wastewater Analysis, \$1854.01; My Cable Mart LLC, Supplies, \$26.57; Northwestern Energy, Natural Gas, \$1873.10; OneNeck IT Solutions LLC, Hardware/Software/Consulting, \$592.69; Outlaw Graphics, Supplies/Decals, \$300.00; Party Depot, Event Supplies, \$120.60; Pests B Dead LLC, Pest Control, \$205.00; Pete Lien & Sons Inc, Chemicals, \$9863.34; Pizza Ranch, Event Supplies, \$162.36; Pneumatic Specialties Inc, Supplies, \$332.53; Prussman Contracting Inc, Gravel/Equipment Rental, \$5060.00; Radwell International Inc, Supplies, \$849.34; Ramsdell F&M Ltd., LP Fill, \$63.30; RC First Aid, Supplies, \$180.00; Rental Depot, Systems/Cabling Inv, \$289.95; Resco, Supplies, \$9726.48; Rients, Shane, Travel, \$122.40; Riverside Technologies, Inc., Laptops/Docking Station, \$3866.00; Riverside Technologies, Inc., Memory/Windows Upgrade, \$660.00; Runnings, Supplies, \$1291.26; Schaffer Law Office, Prof. LLC, Legal Service, \$10675.00; Schoon's Pump N' Pak, Vehicle Gasoline, \$5195.98; Schwartz Manure Hauling & Septic Service Inc, Sludge Removal, \$3831.60; SDN Communications, Circuit Lease, \$16893.51; Sioux Falls Utilities, Utility Bill, \$41.95; Skinner Striping, Asphalt, \$15000.03; South Dakota Public Assurance Alliance, General Liability/Property Ins, \$137.96; Springbrook Holding Company LLC, TOU/AMI Software Improvements, \$1925.00; State Industrial Products, Supplies, \$2901.31; Strand, Chad, Travel, \$170.00; Stuart C. Irby, Supplies, \$5780.57; Thryv, Inc, Advertising, \$432.00; Titan Machinery-Brookings, Work Equipment Maintenance, \$744.21; United Parcel Service, Freight, \$159.74; USA Bluebook, Supplies, \$331.18; Vantage Point Solutions Inc., Engineering Consulting, \$445.00; Verizon, Phone Service, \$20.02; Wesco, Metering Testing Service, \$13000.00; Wesco, Supplies, \$5820.00; WW Tire Service Inc, Work Equipment Maintenance, \$101.60; Auch, Rachael, Conserve/Demand Incentive, \$25.00; Billie, Amber D,

Telephone Refund, \$75.00; Groen, Shawn, Conserve/Demand Incentive, \$200.00; Hendricks, Bernard, Conserve/Demand Incentive, \$25.00; Moudry, Thomas, Conserve/Demand Incentive, \$40.00; Weckwerth, Ethan, Conserve/Demand Incentive, \$25.00.

### WATER RATE ADJUSTMENT

Motion was made by Hansen that the following Resolution No. 15-25 be approved.

### RESOLUTION NO. 15 - 25

### 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 3-2 and 3-3 be amended to read as follows:

### RATES AND CHARGES

### WATER SYSTEM

#### Section 3-2. 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 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

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	\$1.608 per 100 cu. ft.
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## 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 ~~1.40~~ 1.50. 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	\$1.608 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 ~~1.40~~ 1.50. 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.

BE IT FURTHER RESOLVED by the Brookings Municipal Utilities Board that these rate changes become effective with the June 2025 billing.

Adopted this 27<sup>th</sup> day of May, 2025.

ATTEST:

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Spencer Hawley, Secretary

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Doug Carruthers, President

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

OPTIONAL HIGH DEDUCTIBLE HEALTH INSURANCE SAVINGS PLAN OFFERING

Motion was made by Hawley that the following Resolution No. 16-25 be approved.

RESOLUTION NO. 16 - 25

RESOLUTION APPROVING AND ESTABLISHING A QUALIFIED HIGH  
DEDUCTIBLE HEALTH PLAN AND HEALTH SAVINGS ACCOUNT

WHEREAS, Brookings Municipal Utilities recognizes the importance of providing employees with comprehensive health benefits that promote wellness and financial security;

WHEREAS, Brookings Municipal Utilities has reviewed the benefits of implementing a qualified High Deductible Health Plan (HDHP) in conjunction with a Health Savings Account (HSA) to enhance the health benefits offered to employees;

WHEREAS, Brookings Municipal Utilities acknowledges that a qualified HDHP paired with an HSA can provide employees with greater flexibility in managing their healthcare expenses while also offering potential tax advantages;

NOW, THEREFORE, BE IT RESOLVED, that the Brookings Municipal Utilities Board hereby approves the establishment of a qualified High Deductible Health Plan and a Health Savings Account for eligible employees, effective January 1, 2026;

BE IT FURTHER RESOLVED, that Brookings Municipal Utilities shall review the performance and effectiveness of the HDHP and HSA on an annual basis to ensure they meet the needs of the employees and the organization and shall ensure compliance with all applicable federal and state regulations regarding HDHP and HSA;

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the Executive Vice President/General Manager is authorized to take all necessary actions to implement the HDHP and HSA, including but not limited to selecting a qualified insurance provider, establishing the necessary administrative processes, and communicating the details of the plan to employees.

ATTEST:

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Spencer Hawley, Secretary

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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 Bartels that the Board adjourn to an executive session to review communication from legal counsel about pending litigation and contractual 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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Spencer Hawley, Secretary

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Doug Carruthers, President