

The regular meeting of the Municipal Utilities Board was held at 1:00 p.m. on Monday, June 9, 2025, at the Utility building with the following members present: Bartels, Hansen, Harvey, Hawley and President Carruthers and City Council Liaison Avery.

### ADOPTION OF AGENDA

The agenda was adopted.

### MINUTES

Minutes of the regular meeting held May 12, 2025 and the special meeting held May 27, 2025, were read and approved. All members present voted in favor of the motion.

### APPROVAL OF BILLS AND CLAIMS

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

A-I Computer Solutions Of Brookings Inc, Supplies, \$74.97; Allegra, Printed Supplies, \$1658.68; Appeara, Supplies, \$138.86; Aqua-Tronics Inc, Supplies, \$391.81; AT & T Mobility, PCS Phone Service, \$3390.11; Aureon Network Services, LNP Fees, \$160.00; Bendix Inc., Printer/Copier Maintenance, \$634.46; Blooston, Mordkofsky, Dickens & Prendergast, LLP, Legal Service, \$531.25; Bluefin Payment Systems, Credit Card Processing Fee, \$13229.37; Border States Elec Supply, Inventory, \$11672.30; Border States Elec Supply, Supplies, \$10160.89; Border States Elec Supply, Systems/Cabling Inv, \$139.85; Border States Elec Supply, Uniforms, \$3455.20; Brookings Credit Bureau & Collection Agency, Delinq. Account Collection, \$178.20; Brookings Dumpster Service, Sanitation Service, \$569.26; Brookings Municipal Utilities, Office Utility Bill, \$49501.70; Buhls Dry Cleaners & Linen Supply, Rug/Supplies, \$185.10; Business Track, Credit Card Processing Fee, \$7970.22; Calix Inc., Service Agreement, \$1453.50; Card Connect, Credit Card Processing Fee, \$9527.28; Carquest Auto Supply, Work Equip Maintenance/Supplies, \$144.79; CDW Government Inc, Systems/Cabling Inv, \$8985.00; Central Bank, Event Supplies, \$323.00; Chemco Systems LP, Supplies, \$639.20; Choice IT Global LLC, Supplies, \$84.03; City of Brookings, Contract Fee, \$6487.96; Consortia Consulting Inc, Consulting Service, \$487.50; Core & Main, Supplies, \$3731.99; Coverstone, Crystal, Travel, \$68.00; Credit Collections Bureau, Delinq. Account Collection, \$462.31; Culligan of Brookings, Bottled Water, \$66.00; Dahmen, Tom, Safety Glasses, \$336.00; Dakota Supply Group, Manholes, \$10283.58; Dakota Supply Group, Supplies, \$2363.93; Dept Of The Treasury, Federal Tax, \$7699.07; Detection Instruments Corp., Acrulog H2S Logger, \$16326.59; DGR Engineering Inc, Engineering Service, \$3806.50; DHE, LLC, Maintenance Fee, \$996.63; Ditch Witch UnderCon, Supplies/Work Equip Maint, \$532.35; Ethanol Products LLC, Chemicals, \$1677.60; FanDuel Sports Network, Contract Fee, \$3810.85; Fox Corporation, Contract Fee, \$141.14; Franz Reprographics, Inc, Plotter Maintenance, \$30.00;

Golden West Technologies Inc., Tech Support, \$4206.08; Graybar Electric Company, Supplies, \$1309.92; Graybar Electric Company, Systems/Cabling Inv, \$111.90; Gridor Const., Inc., Water Treatment Plant, \$1164296.00; Gridor Const., Inc., WWTP Digester Pump, \$50283.00; HDR, Inc, Engineering Service, \$104907.64; Helsper, McCarty, & Rasmussen, PC, Legal Service, \$750.00; Hohn, Trevor, Travel, \$258.31; Homestead Do It Center, Supplies, \$5.93; Industrial Machine & Engineering, LLC, Repairs/Supplies, \$345.00; Innovative Systems, LLC, Software/Hardware Maintenance, \$21900.00; Interstate Telecommunications Cooperative, Telephone Expense, \$352.32; Jackrabbit Tire & Service, Inc, Work Equipment Maintenance, \$360.00; Jenne, Inc, Systems/Cabling Inv, \$89.25; Kindt, Scott, Travel, \$156.40; Krier & Blain Inc, HVAC Maintenance, \$2551.00; Kruse, Dan, Travel, \$156.40; L G Everist Inc, Quartzite/Gravel, \$326.89; Lakeland Engineering Equipment Co, Supplies, \$725.14; LECA, Assessment, \$2778.00; Lowe's, Supplies, \$2137.04; Lumen, Telco Settlement, \$272.22; Mack, Scott, Travel, \$691.36; Malloy Electric, Repairs/Supplies, \$477.73; Midcontinent Comm., Contract Fee, \$863.76; Midwest Glass LLC, Supplies, \$160.52; Millennium, Supplies, \$2061.09; Missouri River Energy Services, Registration, \$3000.00; Monteith Welding Service, Supplies, \$29.84; MVTL Laboratories Inc., Wastewater Analysis, \$133.72; NCTC, TV Programs Fee, \$85707.52; New Tec Inc., Equipment Maintenance, \$673.26; Nexstar Broadcasting, Inc., Contract Fee, \$14639.81; Novak Sanitary Service, Shredding, \$853.77; One Source - The Background Check Company, Employee Verification, \$60.00; OneNeck IT Solutions LLC, Hardware/Software/Consulting, \$301.36; O'Reilly Auto Enterprises, LLC, Supplies, \$186.59; Phase Shift Power, Inc, Relay Testing, \$6400.00; Pinnacle Marketing Group, Directory Publication, \$8620.83; Plains Builders Exchange, Inc, Membership Dues, \$1256.00; Prunty Construction Co, Inc, Raw/Treated Water Pipeline, \$883445.62; Prussman Contracting Inc, Main Repair/Equipment Rental, \$220.00; RC First Aid, Supplies, \$108.50; Redstone Technologies Inc, Maintenance Agreement, \$5538.00; Resco, Supplies, \$7078.54; Riverside Technologies, Inc., Printer, \$779.00; Ron's Auto Repair, Vehicle Maintenance, \$1028.67; Runnings, Supplies, \$3489.67; Runnings, Uniforms, \$244.84; Schoon's Pump N' Pak, Vehicle Gasoline, \$2988.00; SD Dept of Health Lab Remit Center, Testing W-WW Samples, \$1284.00; SD Dept of Rev, Enhanced 911, \$12351.92; SD Treasurer, Sales/Excise Tax, \$147641.21; Sentry, LLC, Wellfield Expansion, \$693523.74; South Dakota One Call, Locate Fee, \$586.95; Springbrook, Credit Card Processing Fee, \$2581.04; Springbrook Holding Company LLC, Software Support, \$6270.00; Stuart C. Irby, Fiberglass Box Pad, \$31080.00; Stuart C. Irby, Supplies, \$2915.00; Stuart C. Irby, Transformer, \$55197.00; Sturdevant's Auto Value, Supplies, \$859.66; Swiftel Communications, Office Phone Bill, \$146459.85; The UPS Store 5064, Freight, \$971.75; Titan Machinery, Inc, Work Equipment Maintenance, \$317.33; T-Mobile, PCS Phone Service, \$54.60; Tropical Smoothie Cafe, Event Supplies, \$112.68; United Parcel Service, Freight, \$42.66; Universal Service Adm. Co, USAC Contribution, \$33351.47; US Postmaster-Bkgs, Annual Permit Fee, \$610.00; USA Bluebook, Supplies, \$836.88; Vermeer High Plains, Supplies, \$1165.26; Volkers, Matt, Travel, \$184.00; Wage Works, Inc, Benefit Plan Fee, \$322.50; Wesco, LED Cobra Head, \$4917.00; Wesco, Supplies, \$1204.80; WW Tire Service Inc, Work Equipment Maintenance, \$167.07; Xcel Energy/NSP, Utility Bill, \$21.32; Anderson, Gretta, Telephone Refund, \$30.98; Askdal, Carson D, Telephone Refund, \$52.11; Bauer, Brooke M, Telephone Refund, \$36.52; BENNETT, KELDON, Refund Check, \$188.40; BERNARD, DEVON, Refund Check, \$43.33; Bierema, Mason, Telephone Refund, \$36.52; Billie, Amber D, Telephone Refund, \$200.00; BIRD, JACY, Refund Check, \$53.74; BK HOME BUILDERS, Refund Check, \$77.98; Briseno, Paul, Conserve/Demand Incentive, \$500.00; CEDAR WEST III, Refund Check, \$53.28;

CENTENO, ZANTO, Refund Check, \$183.49; Clark, Wendy, Telephone Refund, \$26.46; Clarke, Jaret M, Telephone Refund, \$34.77; Coetzee, Don, Telephone Refund, \$44.15; Cundiff, Jocee L, Telephone Refund, \$85.19; Deboer, Elizabeth A, Telephone Refund, \$24.35; Erickson, Brianna, Conserve/Demand Incentive, \$250.00; Fast, Joann, Telephone Refund, \$19.84; Fitzpatrick, Mara, Telephone Refund, \$24.67; GOLDEN DAKOTA FARM INC, Refund Check, \$26.32; Grill, Taylor M, Telephone Refund, \$20.35; Hagin, Hope M, Telephone Refund, \$51.75; Harms, Jason, Telephone Refund, \$44.15; HATLESTAD, TAYLOR, Refund Check, \$11.45; Henning, Mackenzie A, Telephone Refund, \$32.68; HERNANDEZ, ANOLAN, Refund Check, \$30.55; Hursey, Elizabeth C, Telephone Refund, \$30.51; JENSEN, TYLER, Refund Check, \$93.46; JOHNSON, EMILY, Refund Check, \$117.80; Johnson, Emily R, Telephone Refund, \$24.51; Kerr, Austin, Telephone Refund, \$30.83; Kjelden, Maxwell N, Telephone Refund, \$40.68; Klein, Keeley, Telephone Refund, \$30.51; Koch, Pierce, Telephone Refund, \$54.24; Leif, Elliot J, Telephone Refund, \$28.40; Lemer, Hunter N, Telephone Refund, \$36.52; Linder, Matt T, Telephone Refund, \$93.31; Madison, Brenna, Telephone Refund, \$40.68; Page, McKayla M, Telephone Refund, \$30.51; Pappas, Samantha R, Telephone Refund, \$168.97; Pheasants Fury Aviation, Telephone Refund, \$84.18; PIGNEY, JOHN, Refund Check, \$22.06; PLAGGE, ISABELLE, Refund Check, \$60.44; PRIDE, TRAVIS, Refund Check, \$57.76; RENE, ELEAZAR, Refund Check, \$29.02; Ridgley, John C, Telephone Refund, \$20.35; Ritter, Carson W, Telephone Refund, \$16.94; Rohl, Calista V, Telephone Refund, \$57.19; Say, Thai P, Telephone Refund, \$36.52; SCHULTE, PAITYN, Refund Check, \$63.82; SIMET, JOYCE, Refund Check, \$302.28; Spreng, Jacob, Telephone Refund, \$20.67; Tlam, Logan D, Telephone Refund, \$24.55; Toman, Dane M, Telephone Refund, \$57.52; Vanderwal, Sadie, Telephone Refund, \$27.12; Welshinger, Christian, Telephone Refund, \$70.80; Winter, Cody, Telephone Refund, \$70.80; Wisser, Collene M, Telephone Refund, \$13.88; Zephier, Cole Brian, Telephone Refund, \$50.85; Zirbel, Taylor J, Telephone Refund, \$47.46;

#### PERSONNEL INFORMATION

Department Salaries (May): Electric, \$309,091.90; Water, \$138,994.62; Wastewater, \$127,948.57; Telephone, \$356,470.79; Retirement, \$52,677.14; Social Security, \$67,211.46; Insurance, \$114,096.64; Deferred Comp, \$16,640.62.

Salary Changes: D. Carruthers, \$400.00/mo.; T. Harvey, \$300.00/mo. M. Stearns, \$29.54

New Employees: K. Cooke, \$19.09; M. Redmond, \$19.09; K. Woodell, \$21.14; M. Scott, \$21.48; A. Anderson, \$19.09; C. Kelsey, \$19.09; A. Martinez, \$22.34; P. Wolf, \$19.09;

#### EXECUTIVE SESSION

Motion was made by Hawley, seconded by Harvey 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.

ADDENDA TO AGREEMENTS FOR COOPERATIVE INVESTIGATIONS WITH SDSU

Motion was made by Hansen that the following Resolution No. 17-25 be approved.

RESOLUTION NO. 17 - 25

RESOLUTION APPROVING ADDENDA TO AGREEMENT  
FOR COOPERATIVE INVESTIGATIONS WITH  
SOUTH DAKOTA STATE UNIVERSITY

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

1. The Addenda entitled "Addenda to Agreement for Cooperative Investigations" with South Dakota State University 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 9<sup>th</sup> day of June, 2025.

ATTEST:

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Spencer Hawley, Secretary

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Doug Carruthers, President

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

BIDS

AWARDING OF BIDS

30' ALUMINUM STREET LIGHT POLES – ELECTRIC DEPARTMENT

Bidder	<u>Bid Item #1</u> QTY: 15 30 ft. Pole w/ 8 ft. Mast Arm	<u>Bid Item #2</u> QTY: 15 Galvanized Street Light Foundation (Chance)
Border States (PK)	<b>\$16,263.75</b>	<b>\$9,450.00</b>
Graybar (PK)	\$20,625.00	\$11,685.00
Irby (Valmont)	NO BID	NO BID
RESCO (HAPCO)	\$21,600.00	\$11,700.00
WESCO (PK)	\$17,025.00	\$9,450.00

## 24' ALUMINUM STREET LIGHT POLES – ELECTRIC DEPARTMENT

Bidder	Item# 1 Qty. 200 24 ft. pole w/ 4 ft. Mast Arm	Item #2 Qty12 Decorative poles	Item #3 Qty 06 Decorative poles	Item #4 Qty 07 Decorative Poles	Item #5 Qty 12 Dec. Poles	Item # 6 Qty 6 Dec. Poles
Border States (VALMONT)	<b>\$197,600.00</b>	\$33,036.00	\$16,170.00	<b>\$13,230.00</b>	<b>\$89,124.00</b>	<b>\$39,300.00</b>
Graybar (HAPCO)	\$206,000.00	\$34,032.00	<b>\$15,912.00</b>	\$13,370.00	\$91,008.00	\$39,816.00
RESCO (HAPCO)	\$202,000.00	NO BID	\$15,930.00	\$13,370.00	\$90,720.00	\$39,810.00
WESCO (VALMONT)	\$202,100.00	<b>\$32,688.00</b>	\$16,080.00	\$13,517.00	\$91,980.00	\$40,245.00

## PADMOUNTED TRANSFORMERS – ELECTRIC DEPARTMENT

Bidder	Item#1	Item#2	Item#3	Item#4	Item#5
	QTY: 4	QTY: 2	QTY:10	QTY:10	QTY:6
	500 KVA	750 KVA	25 KVA	37.5KVA	100 KVA
	3 Phase	3 Phase	1 Phase	1 Phase	1 Phase
	208Y/120	208Y/120	240 /120	240 /120	240 / 120
WEG	\$ 157,504.00	\$ 120,948.00	NO BID	NO BID	NO BID
BSE	<b>\$ 107,609.72</b>	<b>\$ 83,513.46</b>	\$ 25,396.90	\$ 28,930.30	\$ 28,472.70
IRBY	\$ 205,808.00	\$ 157,566.00	\$ 75,300.00	\$ 89,880.00	\$ 91,440.00
RESCO	\$ 111,840.00	\$ 109,940.00	<b>\$ 24,300.00</b>	<b>\$27,100.00</b>	<b>\$27,630.00</b>
WESCO	\$ 135,760.00	\$ 84,294.00	\$ 32,300.00	\$33,350.00	\$33,540.00

Motion was made by Hansen, seconded by Hawley that the following low bids be approved: Border States, 15 – 30 ft. Poles w/8 ft. Mast Arm - \$16,263.75; 15 Galvanized Street Light Foundations - \$9,450.00; 200 24 ft. Poles w/ 4 ft. Mast Arm - \$197,600.00; 7 Decorative Poles – \$13,250.00; 12 Decorative Poles - \$89,124.00; 6 Decorative Poles – \$39,300.00; 4 500 KVA 3 Phase Transformers, \$107,609.72; 2 750 KVA 3 Phase Transformers, \$83,513.00; Graybar Electric, 6 Decorative Poles - \$15,912.00; Wesco, 12 Decorative Poles, \$32,688.00; Resco, 10 25 KVA Single Phase Transformers - \$24,300.00; 10 37.5 KVA Single Phase Transformers, \$27,100.00; 6 100 KVA Transformers - \$27,630.00; 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.

ELECTRIC STRATEGIC PRIORITIES

Russ Halgerson, Electric Department Manager, reported on the Electric Department strategic priorities. No action was taken.

ADJOURNMENT

The meeting adjourned.

ATTEST:

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Spence Hawley, Secretary

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Doug Carruthers, President