

Pursuant to due call and proper notice thereof, a meeting of the Breckenridge Public Utilities Commission was held on Monday, April 19, 2021, 2:00 PM, at City Hall – Council Chambers.

Members Present: Commissioners Larson, Martinson, Graves, Rakow, Summerville

Others Present: Dir. of Public Services Crocker, City Administrator Smith, Finance Officer Christensen

Agenda was approved as printed.

Approval of Minutes

Commissioner Graves offered a motion to approve the minutes from the regular meeting of April 5, 2021. The motion was seconded by Commissioner Rakow and carried unanimously.

City Officials

Reclassification Study: City Administrator Smith reviewed with Commissioners the Business Case for Combining Water Plant and Water/Wastewater Departments. We are not changing the overall staffing level but will have one foreman overseeing both water plant and water/wastewater operator employees. Commissioner Martinson offered a motion to recommend to the City Council to accept the Business Case Plan and move forward with an independent classification study. The motion was seconded by Commissioner Summerville and carried unanimously.

Water/Wastewater Operator Positions – New Hire Recommendations: City Administrator Smith informed members that Matt Anderson and Zack Sletten have both accepted the water/wastewater operator positions that were offered to them. Commissioner Graves offered a motion to recommend to the City Council to hire Matt Anderson and Zack Sletten to fill the two water/wastewater operator positions. The motion was seconded by Commissioner Rakow and carried unanimously.

UTILITY MANAGEMENT

Bills and Claims

Commissioner Rakow offered a motion to approve the Bills and Claims. The motion was seconded by Commissioner Martinson and carried unanimously.

American Solutions for Business	Utility Bill Statements	\$ 686.58
Wesco	Aluminum Dies - Electric	191.73
Border States	Innerduct, Connectors, Etc.	2,416.02
EconoFoods-Wahpeton	UPS-PCB Testing, Etc.	50.44
Fergus Falls Daily Journal	Ads - Water/Wastewater Position	157.00
Daily News	Ads - Water/Wastewater Position	233.76
Dakota Supply Group	Innerduct	14,254.37
Farmers Union Oil Company	Fuel, Pump, Etc.	359.25
Great Plains Natural Gas	Nat Gas - New Water Plant	196.42
Irby	Conduit, Wire, Switchgear Box	5,598.05
KBMW	Electric Advertising	231.00
Lloyd's	Oil Change	49.17
Flaherty & Hood	Services-Red River Basin - Sewer	94.86
Waste Management	Garbage Service	201.89
MN Municipal Utilities Assn.	2021 Apr-June Safety Training	3,105.00
Jim's Shoe Repair	Zipper Repair - Weatherstone	7.50
T & R Service	Transformer PCB Testing	50.00
Fastenal	Electric Supplies	55.30

Lillegard, Inc.	Air/Oil/Fuel Filters - Sludge Truck	127.09
Midco	Phone/Internet-Water Plant & Util Shop	198.05
Quill	Paper	12.79
ND Sewage Pump & Lift	Services - Annual Maintenance - Lifts	1,155.00
Gopher State One-Call	Locates	70.20
Sturdevant's	Bar & Chain Oil - Elec	25.90
Missouri River Energy Services	Energy	133,270.33
MN Rural Water Assn.	2021 Membership Dues	300.00
RMB Environmental	Lagoon Testing, Water Testing	464.00
North Shore Analytical	Mercury Testing - Lagoon	270.00
Machine Design	Vibrator Mount-Slaker-Water Plant	173.49
Thrifty White	Alcohol Pads - Water Plant	4.99
EconoFoods-Breckenridge	Paper Towels, Toilet Paper-Wtr Plant	56.08
Wex (Breck Tesoro)	Fuel	294.54

\$164,360.80

601 Electric -	158,888.36
602 Sewer -	2,351.50
603 Water -	3,120.94
TOTAL - \$164,360.80	

Crew Updates

Electric: Since weather has cooled down and we have received rain the crew is doing general maintenance, locating, working on mapping, meter reading, etc.

Water/Wastewater: Crew has been doing general maintenance and repairs on system, taking samples, hauling sludge, meter reading, etc.

Miscellaneous Updates

There were no miscellaneous updates at this time.

Other: Nothing.

Other

Solar Energy was discussed. Director Crocker stated that he has some information that he will be forwarding onto the Commissioners for their review.

Commission Comments

There were no Commission Comments at this time.

There being no further business Commissioner Graves offered a motion to adjourn at 2:30. The motion was seconded by Commissioner Martinson and carried unanimously.