

A special meeting of the Municipal Utilities Board was held at 11:45 a.m. on Monday, May 28<sup>th</sup>, 2024, via Microsoft Teams with the following members present: Bartels, Carruthers, Hansen, Hawley and President Harvey.

APPROVAL OF BILLS AND CLAIMS

Motion was made by Bartels, 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, \$4391.50; ADP, Inc, Payroll Processing Fee, \$3028.54; Advanced Engineering & Environmental Service, Engineering Services, \$9917.65; Allegra, Printed Supplies, \$64.82; Appeara, Supplies, \$70.24; Avera Medical Group Occupation, Drug Screening, \$35.18; Avera Occupational Medicine-Mitchell, Drug Screening, \$51.00; Banner Associates Inc, Engineering Consulting, \$2275.50; Bierschbach Equipment, Supplies, \$587.73; Blooston, Mordkofsky, Dickens & Prendergast, LLP, Legal Service, \$562.50; Border States Elec Supply, Supplies, \$5298.35; Border States Elec Supply, Systems/Cabling Inv, \$120.00; Border States Elec Supply, Uniforms, \$9789.94; Briggs, Ken, Event Supplies, \$68.23; Brookings Engraving, Supplies, \$22.00; Brookings Municipal Utilities, Petty Cash, \$60.00; Brookings Municipal Utilities, Service Application Fee, \$94.16; Brookings Radio, Advertising, \$2100.00; Brookings Register, Advertising/Legals, \$508.96; Carquest Auto Supply, Work Equip Maintenance/Supplies, \$11.03; Carrier Management Systems Inc, Annual Support Maintenance, \$9772.50; Carrier Management Systems Inc, Subscription, \$1210.00; CDW Government Inc, Computer Supplies, \$176.43; CDW Government Inc, Systems/Cabling Inv, \$9076.00; Century Business Products, Printer/Copier Maintenance, \$1900.49; Chase, Paul, Travel, \$141.60; Chemco Systems LP, Supplies, \$613.94; Choco Latte, Event Supplies, \$120.00; City of Brookings Landfill, Landfill Fee, \$300.68; City of Vermillion, Tower Lease Payment, \$770.00; Core & Main, Supplies, \$4817.93; Courtesy Plumbing Inc., Repair/Supplies, \$566.20; Credit Collections Bureau, Delinq. Account Collection, \$363.36; Dakota Service & Repair, Supplies, \$8.97; Dakota Supply Group, Supplies, \$1227.89; Dakota Supply Group, Systems/Cabling Inv, \$44.79; Dave's Window Cleaning, Inc, Window Service, \$102.00; Decker, Supplies, \$2349.98; DGR Engineering Inc, Engineering Service, \$34697.34; Double K Sales & Detailing LLC, Work Equipment Maintenance, \$1123.52; EDM International, Inc, PhaseTrakker/Freight, \$6350.00; Einspahr Auto Plaza, Vehicle Maintenance, \$28.62; Electrical Engineering & Equip Co, Generator Repair, \$4723.54; Elevate Drone Services LLC, Drone Service, \$200.00; Environmental Laboratories, Inc, Water Analysis, \$1020.00; Express Communications, Inc., Telco Settlement, \$11026.59; Farmers Implement Irrigation, Supplies, \$1573.58; Fastenal Company, Supplies, \$424.27; First Bank & Trust Visa, Lodging/Car Rental/Registration, \$4961.27; Flagshooter, Paint, \$2850.00; Foerster Supply Inc, Supplies, \$670.00; FRRPA, FRRPA Lease, \$9667.40; G & R Controls, Equipment Repair/Supplies, \$697.49; Goldfield Telecom LC, Switches/Licenses/Power Supply, \$26111.00; Grainger, Supplies, \$65.82; Graybar Electric Company, Supplies, \$1765.44; Graybar Electric Company, Systems/Cabling Inv,

\$1234.70; H & A Enterprises, Tower Lease Payment, \$922.37; Hawkins Inc, Chemicals, \$3929.00; HDR, Inc, Engineering Service, \$286692.71; Helsper, McCarty, & Rasmussen, PC, Legal Service, \$3200.00; Henkin Schultz Comm Arts, Communications Consultant, \$18767.25; Highline Construction Inc., Transmission Line Repair, \$19120.00; Hiltunen, Erik, Travel, \$17.70; Hiltunen, Trent, Travel, \$53.10; Hometown Service & Tire LLC, Vehicle Maintenance, \$934.03; Hy-Vee #55635, Supplies, \$437.82; Iconectiv, LLC, LNP Fee, \$657.65; Industrial Machine & Engineering, LLC, Repairs/Supplies, \$470.00; Interstate All Battery Center, Supplies, \$938.80; Interstate TRS Fund Admin, Teleco Relay Service, \$6987.26; Jackrabbit Tire Company, Work Equipment Maintenance, \$248.20; John Deere Financial, Supplies, \$121.58; KorTerra Inc, Locate Ticketing Software, \$6690.00; Kruse, Dan, Travel, \$318.60; L G Everist Inc, Gravel, \$171.26; Level Lift, LLC, Concrete Raising, \$765.31; Lewis Drug Inc, Supplies, \$67.19; Localogy, Directory Rates/Data, \$58.14; Lowe's, Supplies, \$16.10; Mack, Brayton, Travel, \$53.10; Mack, Scott, Travel, \$422.61; Malloy Electric, Repairs/Supplies, \$434.89; Martin's Inc, Diesel/Oil, \$254.31; Martin's Inc, Hand Pump, \$250.00; McGrath North Mullin & Kratz, Legal Service, \$3531.50; Midamerican Energy, Utility Bill, \$21.22; Millennium, Inventory, \$5011.50; Missouri River Energy Services, Registration, \$5100.00; Missouri River Energy Services, Supplemental Power, \$1015239.61; Missouri River Energy Services, WAPA Allocation, \$219223.72; Muth Electric Inc, Generator Wiring, \$9682.00; Muth Electric Inc, WWTP Wiring, \$30718.53; MVTL Laboratories Inc., Wastewater Analysis, \$957.28; Niklason Masonary, Concrete/Supplies, \$1520.00; Northwestern Energy, Natural Gas, \$494.06; NRTC, TV Programs Fee, \$91287.48; Office Peeps Inc, Supplies, \$99.98; Open System International, Inc, Annual SCADA Support, \$32421.00; Owen, John, Travel, \$17.70; Paragon Health & Wellness, Drug Screening, \$140.00; Pete Lien & Sons Inc, Chemicals, \$5253.01; Pizza Ranch, Employee Recognition, \$89.74; Prussman Contracting Inc, Main Repair/Equipment Rental, \$1671.50; Qdoba Mexican Grill, Event Supplies, \$727.25; Quadient, Inc., Postage Meter Rental, \$503.30; Ramsdell F&M Ltd., LP Fill, \$14.13; RC First Aid, Supplies, \$105.50; Resco, Supplies, \$147.16; Riverside Technologies, Inc., Laptops, \$3848.00; Runnings, Supplies, \$415.84; Schomp's Mechanical Services, Labor/Supplies, \$4029.99; Schoon's Pump N' Pak, Vehicle Gasoline, \$5097.64; Schwartz Manure Hauling & Septic Service Inc, Sludge Removal, \$1240.00; SDN Communications, Circuit Lease, \$334.48; Sioux Falls Crane & Hoist, Inc, Crane Service, \$524.83; Skinner Striping, Asphalt, \$4897.97; South Dakota One Call, Locate Fee, \$481.95; Stein Sign Display, Repair/Signs, \$240.00; Stuart C. Irby, Supplies, \$1406.25; Sturdevant's Auto Value, Supplies, \$9.95; Thermo Fisher Scientific (Asheville) LLC, Supplies, \$85.38; Thryv, Advertising, \$436.02; Treatment Resources, Inc., Supplies, \$750.00; Tropical Smoothie Cafe, EFP Meeting Supplies, \$80.05; United Parcel Service, Freight, \$33.80; USA Bluebook, Supplies, \$445.85; Vantage Point Solutions Inc., Engineering Consulting, \$1325.00; Verizon, Phone Service, \$20.02; Vermeer High Plains, Supplies, \$695.00; Volkens, Matt, Travel, \$707.47; Walker & Associates Inc, Supplies, \$408.00; Wesco, Supplies, \$6674.80; Wesco, Transformers, \$16484.00; Winter Contracting, LLC, Interceptor Replacement Phase 3, \$983965.84; WW Tire Service Inc, Work Equipment Maintenance, \$35.00; Xcel Energy/NSP, Utility Bill, \$17.91; , , \$; 517 6TH ST LLC, Refund Check, \$200.00; 517 6TH ST LLC, Refund Check, \$200.00; ADEE, KYLE & JULIA, Refund Check, \$150.00; Airheart, Aelin, Telephone Refund, \$69.45; Bartling, Robert, Telephone Refund, \$160.69; Bertram, Lori, Telephone Refund, \$185.00; Buisker, Nathan, Telephone Refund, \$52.71; Carlson, Sara, Telephone Refund, \$52.71; Cutshall, David, Telephone Refund, \$30.64; Eberline, Katherine, Telephone Refund, \$445.00; HALVORSON, MARK & VIRGINIA, Refund Check, \$340.00; Hammon, Richard,

Telephone Refund, \$62.33; Harste, Lauren, Telephone Refund, \$52.71; Harvey, Ralph, Telephone Refund, \$3.83; HEREDIA, ANGEL, Refund Check, \$100.00; Hoffman, Mary, Telephone Refund, \$19.72; HOFFMAN, MARY JO, Refund Check, \$73.08; ID8 ARCHITECTURE LLC, Refund Check, \$250.00; INNOVATION ENTERPRISE, Refund Check, \$114.78; Kelly, Alexandria, Telephone Refund, \$53.42; Lee, Rick, Telephone Refund, \$7.91; Long, Brandon, Telephone Refund, \$27.57; Meyer, Lee Ann, Conserve/Demand Incentive, \$25.00; MOBERG, CARL, Refund Check, \$31.11; Molengraaf, Brent, Telephone Refund, \$72.86; Myers, Kaye, Telephone Refund, \$65.90; NAPVIG, CATIE, Refund Check, \$47.35; Ochsner, Justin, Telephone Refund, \$27.57; PETERSON, LOGAN A, Refund Check, \$36.66; POWELL, CLINTON & ANDREA, Refund Check, \$450.00; R & B PROPERTIES LLC, Refund Check, \$51.58; R & B PROPERTIES LLC, Refund Check, \$62.19; Sand, Dana, Telephone Refund, \$60.61; SCOOTER'S COFFEE, Refund Check, \$1700.00; SIEGEL, CJ, Refund Check, \$285.00; SILVA, JOSELYN, Refund Check, \$500.00; Wagner, Dale, Telephone Refund, \$19.19

SURPLUS EQUIPMENT TO BE SOLD

Motion was made by Hansen that the following Resolution No. 17-24 be approved.

RESOLUTION NO. 17 - 24

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:

2012 John Deere 310SK Tractor Backhoe  
VIN #1T0310SKACE224003

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 28<sup>th</sup> day of May, 2024.

ATTEST:

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Seth Hansen, Secretary

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Tim Harvey, President

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

WATER RATE ADJUSTMENT

Motion was made by Hawley that the following Resolution No. 18-24 be approved.

RESOLUTION NO. 18 - 24

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	\$1.239 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 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 ~~1.30~~ 1.40. 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	\$1.239 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 ~~1.30~~ 1.40. 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 2024 billing.

Adopted this 28<sup>th</sup> day of May, 2024.

ATTEST:

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Seth Hansen, Secretary

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Tim Harvey, President

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

ADJOURNMENT

The meeting adjourned.

ATTEST:

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Seth Hansen, Secretary

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Tim Harvey, President