

The regular meeting of the Municipal Utilities Board was held at 12:00 p.m. on Monday, January 13, 2014, at the Utility Building with the following members present: Harvey, Peterson, Robertson and President Myers. Absent: Pitts.

MINUTES

Minutes of the regular meeting held December 9, 2013 and the special meeting held December 23, 2013 were read and approved.

ADOPTION OF AGENDA

The agenda was adopted.

APPROVAL OF BILLS AND CLAIMS

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

4Nu-Praxair Dist, Supplies, \$10.20; A T & T, Settlement, \$4,424.90; A T & T, Cust. Toll Free Number, \$59.73; Advance Auto Parts, Supp, \$23.99; Airway Technologies, Supp, \$9,405.08; Allegra, Printing Supplies, \$914.25; Alliance Comm Coop, PCS Access, \$41.65; Amazon, Supp, \$132.80; Amazon, Unreg Inventory, \$49.99; American Garage Door, Repairs/Supp, \$1,576.70; Aramark Uniform Services, Supp, \$448.04; Architectural Roofing & Sheetmetal, Materials/Repairs, \$291.43; Authorize.Net, Credit Card Processing Fee, \$90.40; Auto Body Specialties, Supp, \$6.68; Badger Meter, Meters, \$2,642.91; Ball, Michelle, Janitorial Service, \$250.00; Barhite, Brooke, Travel, \$22.60; Bendix, Copier Maint, \$2,057.36; Bethany Lutheran Youth, Directory Delivery, \$333.85; BHS Band Boosters, Directory Delivery, \$7,411.25; Bible Baptist Youth, Directory Delivery, \$849.75; Bierschbach Equip, Equip Maint, \$110.19; Blaylock Industries, Supp, \$99.20; Blooston & Mordkofsky, Legal Service, \$3,712.25; Border States Elec, Fiber Tester, \$18,905.00; Border States Elec, Supp, \$1,155.50; Boy Scouts, Directory Delivery, \$1,430.00; Bozied, Tom, Conserve/Demand Incentive, \$250.00; Bridle Estates, Sewer Charge Reim, \$1,627.50; Bkgs Utilities, Petty Cash, \$28.27; Bkgs Area Chamber of Commerce, Employee Recognition, \$400.00; Bkgs Area Habit, Conserve/Demand Incentive, \$896.00; Bkgs Area Human Resource Assoc., Membership Dues, \$130.00; Bkgs Area Human Resource Assoc., Registration, \$25.00; Bkgs Auto Mall, Vehicle Maint, \$112.70; Bkgs Equipment, Supp, \$249.19; Bkgs Liquor Store, Conserve/Demand Incentive, \$2,025.00; Bkgs Utilities, Conserve/Demand Incentive, \$7,800.00; Bkgs Radio, Advertising, \$1,000.00; Bkgs Utilities, Office Utility Bill, \$45,853.24; BSG Clearing Solutions, Settlement, \$269.26; Bunkers, Renee, Travel, \$5.65; C Panel Inc, License, \$180.00; Capitol Sales Co, Unreg Inv, \$238.50; Carquest Auto, Equip Maint, \$400.57; Carus Corp, Chemicals, \$2,221.59; Cassidian Communications, Supp, \$1,050.00; Cenex Fleet Card, Gas, \$189.34; Central Business, Supp, \$1,459.86; Century Business Products,

Copier Maint, \$720.46; Century Business Products, Printer/Stand, \$5,644.65; Century Link, Tele Exp, \$563.63; Century Link, Interconnections, \$14,675.78; CHR Solutions, Consulting Service, \$550.00; City of Bkgs, Contract Fee, \$4,449.35; City of Beresford, Utility Bill, \$127.01; City of Bkgs Landfill, Landfill Fee, \$125.00; City of Sgt Bluff, Utility Bill, \$116.21; City of Vermillion, Utility Bill, \$264.05; Claritus, Rate Change, \$620.00; Clay Union Elec, Utility Bill, \$203.83; Codington Clark Elec, Utility Bill, \$35.00; Collins, Joey, Conserve/Demand Incentive, \$50.00; Collins, Kevin, Travel, \$878.10; Conference Technologies, Receiver/Transmitter/Encoder, \$9,224.00; Conner, Michele, Travel, \$257.23; Corbett, Roxanne, Conserve/Demand Incentive, \$50.00; Courtesy Plbg & Htg, Repair/Supp, \$713.62; Cover to Cover, Supp, \$23.24; Credit Bureau-Wtn, Delinquent Acct Collection, \$657.61; CSSA, Unreg Inv, \$2,762.13; Culligan of Watertown, Bottled Water, \$50.00; Culligan, Bottled Water, \$194.50; Cummins Central Power, Maint Agreement Renewal, \$2,542.32; Cutler & Donahoe LLP, Legal Service, \$1,086.75; Dakota Bodies, Galvanized Utility Body, \$12,275.00; Dakota Lettering, Supp/Uniforms, \$80.02; Daniels, Michael, Travel, \$10.17; DAQ Electronics, SCADA Equip, \$26,465.00; Datalink, Supp, \$800.00; Dave's Window Cleaning, Window Service, \$108.00; Davis Excavating Snow Removal, Snow Removal, \$450.00; Days Inn, Lodging, \$129.98; DeBeer Small Eng. Repair, Snow Removal, \$390.00; DeBeer Small Eng. Repair, Equip Maint, \$53.20; DePauw, Sean, Travel, \$83.62; Dept of the Treasury, Fed Tax, \$5,135.84; DESI Telephone Labels, Supp, \$34.00; Dex Media East, Advertising, \$62.59; Directory Resources, Software Maint, \$1,100.00; DPC Industries, Chemicals, \$1,446.72; Eco Water, Bottled Water, \$93.50; Einspahr Auto Plaza, 1 Ton HD 4x4 Pickup, \$31,168.00; Einspahr Auto Plaza, 3/4 Ton 4x4 Pickup, \$26,638.00; Einspahr Auto Plaza, Vehicle Maint, \$43.33; Elkton 6th Grade, Directory Delivery, \$139.15; Entone, Supp, \$1,084.50; Entone, Unreg Inv, \$986.00; Express Comm, Settlement, \$10,077.34; Farm & Home Publishers, County Maps, \$33.40; Farmers Coop, Supp, \$84.46; Fastenal Co, Supp, \$916.50; Fed Ex, Freight, \$185.45; Fiber Comm Solutions, Supp, \$217.04; Fibercomm, Broadband Service, \$6,310.36; First Bank & Trust, Bond Pymt Series 2011, \$36,291.26; Foerster Supply, Supp, \$1,794.85; Fox Sports Net North, Contract Fee, \$4,022.91; Freeman, Harvey, Travel, \$92.00; FRRPA, FRRPA Lease, \$13,107.00; Genband US, Support Renewal, \$102,982.00; George's Sanitation, Sanitation Service, \$47.50; Glazier, Lauren, Travel, \$22.60; Globalscape, License/Support, \$2,997.00; Golden West Tech, Tech Support, \$4,789.36; Golden West Telecom, Tele Exp, \$39.58; Goldfield Telecom, Supp, \$365.48; Graybar Electric, Supp, \$321.02; Graybar Electric, Unreg Inv, \$400.13; Gridor Const, WWTP Upgrade, \$178,060.50; GS Dakota Horizons City Acct, Directory Delivery, \$796.95; Gylling, Steven, Conserve/Demand Incentive, \$25.00; Hamlin Building Center, Supp, \$258.82; Hawkins Water Treatment Group, Chemicals, \$3,907.90; H-D Electric Coop, Utility Bill, \$325.74; HDR Engineering, Engineering Service, \$306,480.49; Helsper & Mahlke, PC, Legal Service, \$3,400.00; Henkin Schultz Comm Arts, Advertising, \$38,461.24; Herr, Debra, Travel, \$74.82; Hershman, Casey, Travel, \$35.03; Hibu Inc-West, Advertising, \$321.00; Hillyard/Sx Falls, Repair/Supp, \$222.21; Hoak Media of Dakota o, Contract Fee, \$956.91; Homestead Do It Center, Supp, \$73.76; Hometown Service, Repair/Supp, \$1,357.61; Howalt-McDowell Ins, Vehicle Insurance, \$1,048.00; Ibengabriel, Cliff, Travel, \$34.47; Independent Comm, Contract Fee, \$729.64; Interstate Power Systems, Equip/Maint, \$33.38; Interstate Telecom, Tele Exp, \$1,172.67; Iowa HSEMD E911, Enhanced 911, \$11,894.91; Jehovah's Witnesses, Conserve/Demand Incentive, \$2,379.00; Johme, Ashley, Travel, \$105.66; Johnson, Erin, Scholarship, \$500.00; Kabris, Curt, Travel, \$31.64; Karian Peterson Powerline Contracting, Jumper Maint, \$3,138.50; Karian Peterson Powerline Contracting, Loop Switch Installation, \$1,708.29; Karpen, Nick, Travel, \$110.74; KDLT TV, Contract Fee, \$690.20; Kindt, Scott,

Travel, \$13.80; KMHL Radio, Advertising, \$400.00; Knettel, Trever, Travel, \$295.63; Knights of Columbus, Directory Delivery, \$522.50; Kratochvil, Lee, Conserve/Demand Incentive, \$150.00; Krier & Blain, Maint, \$1,034.45; Lake Preston FFA, Directory Delivery, \$233.75; LECA, Settlement, \$4,375.00; Lenander, David, Conserve/Demand Incentive, \$64.00; Lewis Drug, Supp, \$75.00; Lowe's, Supp, \$2,825.00; Ludwig Concrete, 3M Substation Footings/Foundation, \$11,948.50; Lunn, Cory, Conserve/Demand Incentive, \$50.00; Mack, Scott, Travel, \$4,342.94; Mac's Catering, Meeting Supp, \$60.00; Mahanke, Morgan, Scholarship, \$500.00; Malloy Bearing Supply, Repairs/Supp, \$335.20; Martin's Inc, Diesel/Oil, \$1,871.46; Matheson Tri-Gas, Supp, \$469.41; Mediacom, Broadband Service, \$97.45; Menards-Sx Falls East, Supp, \$7.04; Menards-Sx Falls West, Supp, \$24.09; Menards-Wtn, Supp, \$19.94; Merchant Job Training & Safety, Training Materials, \$550.00; Midamerican Energy, Utility Bill, \$1,489.19; Midcontinent, Advertising, \$1,738.72; Midcontinent, Broadband Service, \$286.20; Midwest Alarm, Monitoring Service, \$77.43; Midwest Glass, Repair/Supp, \$14.25; Midwest Pest Control, Pest Control, \$130.00; Millborn Seeds, Grass Seed/Fertilizer, \$15.00; Missouri River, Supplemental Power, \$1,272,701.95; Missouri River, WAPA Allocation, \$254,630.54; MMUA, Training, \$5,400.00; MP Nexlevel, Excise Tax, \$2,202.48; MVTL Labs, Wastewater Analysis, \$150.00; Napa Auto Parts, Supp, \$68.03; NECA Admin, Number Portability, \$375.00; Neustar Info Service, Contract Fee, \$200.00; Nielsen's, Repair/Supp, \$557.40; Northern Truck Equip, Equip/Maint, \$232.38; Northwestern Energy, Natural Gas, \$10.00; Obeslo, Kayla, Travel, \$23.17; Office Elements, Maint/Supp, \$525.32; One Source - Background Check Co, Employee Verification, \$44.00; Otter Tail Power, Utility Bill, \$107.24; Owen, John, Travel, \$13.80; Party Depot, Supp, \$30.46; Paulson, Sidney, Conserve/Demand Incentive, \$50.00; Pete Lien & Sons, Chemicals, \$8,047.50; Petersen, Adam, Conserve/Demand Incentive, \$50.00; Pizza Hut, Meeting Supp, \$37.46; Pizza Ranch, Employee Recognition, \$21.00; Platzeck, Marty, Travel, \$13.80; Power & Tele Supply, Splitters, \$778.17; Power & Tele Supply, Unreg Inv, \$264.75; Power Product Services, Equip, \$3,765.06; Prairie Graphics, Supp/Uniforms, \$528.90; Prussman Contracting, Gravel, \$927.00; Prussman Contracting, Water Line Repair, \$3,438.83; Radio Shack, Supp, \$291.68; Reconinsight Ltd, Software, \$1,125.00; Resmen, Kaylene, Travel, \$24.07; RFD News, Advertising, \$90.00; Robert L. Carr Co, Westside Lift Station Const., \$721,288.70; Ron's Auto Repair, Vehicle Maint, \$40.00; Rudy's Welding & Machine, Supp, \$337.00; Runnings, Supp, \$894.97; Schoon's Pump N' Pak, Gas, \$6,377.15; Schulte, Dan, Travel, \$53.68; Schuneman Equipment, Equip Maint, \$141.32; SD DENR, Certification, \$180.00; SD DENR, Annual W.W. Fee, \$16,500.00; SD Dept of Health Lab, Testing W-WW Samples, \$403.00; SD Retirement System, SDRS Contribution, \$90.00; SD Telecom Assoc, Assessment, \$10,940.29; SD Treasurer, Sales/Excise Tax, \$198,559.51; SD W/WW Assn, Membership Dues, \$110.00; SDN Comm, Circuit Lease, \$871.82; SDSU, Perform. Eval. W/WW, \$96,453.00; Seeley, Ronald, Conserve/Demand Incentive, \$50.00; Servall Towel & Linen Supply, Supp, \$470.80; Servicemaster, Janitorial Service, \$260.00; Shaul, Brandi, Travel, \$9.61; Siemens Energy, Voltage Regulators, \$102,207.00; Sx Falls Utilities, Utility Bill, \$328.14; Sx Valley Energy, Utility Bill, \$1,336.75; Sprint, Tele Exp, \$101.11; Sprint, PCS Service Fee, \$304,823.22; Sprint, PCS Phone Service, \$3,409.10; Sprint, PCS Inv, \$68,446.78; Sprint, Supp, \$2,515.00; Sprint-Bkgs, PCS Accessories, \$4.68; Staples, Supp, \$55.20; State of Iowa-Treasurer, Sales Tax, \$5,957.43; Stoltenburg, Audie, Travel, \$604.94; Stuart C. Irby, Supp, \$2,326.25; Sturdevant Auto, Supp, \$258.75; Swenson, Lance, Travel, \$41.40; Swiftel Comm, Office Phone Bill, \$77,937.86; Swiftel, Petty Cash, \$70.54; Swiftel Comm-Shop, Conserve/Demand Incentive, \$2,440.00; Syrstad Oil, Vehicle Maint, \$149.99; TeleCheck, Check Verification, \$1,243.03; Teled. Comm Services, Tech Support, \$2,250.00; Teledyne Isco, Supp,

\$1,278.55; Testpoint, Drug Screening, \$35.00; UPS Store, Copies/Mailings, \$1,529.32; UPS Store, Freight, \$46.68; Thomson Reuters-West, SDCL Publications, \$29.50; Thorpe, Jael, Conserve/Demand Incentive, \$50.00; Ting, Angeline, Conserve/Demand Incentive, \$50.00; Top Notch Cleaning, Janitorial Service, \$1,845.00; Tott's Conoco, Gas, \$198.00; Tower Distribution, Contract Fee, \$230.07; Town & Country Shopper, Advertising, \$420.00; Town & Country Shopper, Employment Advertising, \$126.00; Trustwave Holdings, Software, \$5,314.20; Union County Elec, Utility Bill, \$236.80; UPS, Freight, \$399.98; US Postal Service, Postage, \$9,000.00; Universal Service Adm., USAC Contribution, \$89,178.97; University Estates, Water Charge Reim, \$3,000.00; Vermeer High Plains, Equip Maint, \$43.46; Wakeman, Dan, Travel, \$40.11; Walker & Assoc, Supp, \$111.78; Walker & Assoc, Unreg Inv, \$3,076.42; Watertown Utilities, Utility Bill, \$761.67; Wesco, Supp, \$470.88; Wheeldon's, Equip Maint, \$13.00; Whiskey Creek, Meeting Supp, \$105.96; White, Rex, Travel, \$405.65; Wholesale Electronics, Supp, \$210.15; Wiltech, Fiber Optic Splicing, \$6,259.70; Winter Inc, Concrete/Supp, \$178.08; Wright, Richard, Travel, \$22.04; WW Tire, Equip Maint, \$159.50; XCel Energy/NSP, Utility Bill, \$1,520.69.

The following are Telephone/Utility Refunds:

Anderson, Signe, \$23.39; Bretsch, Carey, \$52.37; Burns, Tim, \$72.30; Butkiewicz, Genevieve, \$21.30; Chapel, Dwaine, \$111.30; Fausti, Scott, \$13.89; Fehl, Richard, \$15.68; Hassan, Ashraf, \$47.16; James, C A, \$4.03; McGeough, William, \$113.59; Monteith, Cheri, \$38.76; Nichenametla, Sailendra, \$47.98; Pan-O-Gold Baking Co, \$33.80; Peterson, Ryan, \$160.00; Popowski, Chris, \$62.96; Randy's Service, \$25.58; Reed, Edna, \$6.55; Rex, Brian, \$252.31; Summerhill Townhomes, \$4.44; Sundal, Jane, \$10.66; Yellow Page Control Ltd, \$5.00; Broadacre Mbl Homes, \$100.87; Broadacre Mbl Homes, \$88.77; Broadacre Mbl Homes, \$64.83; Clark Drew Construction, \$110.88; Howey, Lyle, \$38.89; McClemans, Mike, \$47.22; Sunny Ridge Inc, \$91.08; Windermere Properties, \$232.17; Zanter, Kayla, \$82.24.

PERSONNEL INFORMATION

Department Salaries (December): Electric, \$190,183.82; Water, \$81,394.81; Wastewater, \$68,898.47; Telephone, \$526,252.16;

Retirement, \$50,582.10; Social Security, \$60,526.87; Insurance, \$76,733.90; Deferred Comp, \$12,745.97;

Salary Changes: T. Adams, \$14.24*; M. Daniels, \$14.99*; S. DePauw, \$3,171.71*; R. Hoover, \$11.99*; S. Jensen, \$9.55*; R. Pesola, \$9.55*; K. Gerdes, \$15.47; A. Skyberg, \$20.77;

New Employees: None

*Plus commission

SURPLUS EQUIPMENT

Motion was made by Robertson that the following Resolution No. 1 -14 be approved.

RESOLUTION NO. 1 - 14

RESOLUTION ORDERING DISPOSITION OF SURPLUS
EQUIPMENT – UNREGULATED TELEPHONE AND ISP EQUIPMENT

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 itemized below of defective items to be destroyed.

26 Miscellaneous Bridges and Router Equipment
390 Jacks, Faceplate and Mounts
48 Miscellaneous Lightning Protectors, Volume Controls
14 Set Top Boxes
59 STB Remotes
19 Phones and Miscellaneous Equipment
311 Raceway and Fittings
58 UPSs for ONTs
6 Dialup Portmaster Chassis and Cards
1 Cisco Router and Cards
7 PC's and Accessories
3 Monitors
2 Servers
1 Cisco 5500 Switch

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 provision of SDCL 6-13.

Adopted this 13th day of January, 2014.

ATTEST:

Gail Robertson, Secretary

Steven Myers, President

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

CHANGE ORDER #3 WWTF UPGRADE – PROJECT A

Motion was made by Peterson, seconded by Harvey to approve Change Order No. 3 for various modifications to the Wastewater Treatment Facility Upgrade – Project A. All members present voted in favor of the motion.

BIDS

AWARDING OF BIDS

The following bids were opened and read at 1:30 p.m. on January 7, 2014, and presented at this time for consideration and action.

VEHICLES – WATER AND TELEPHONE DEPARTMENTS

	Item #1	Item #2	Item #3	Item #4
Company	2014 ½ Ton Extended Cab 4x4 Pickup w/Short Box (Telephone Dept)	2014 ½ Ton Crew Cab 4x4 Pickup with 6.5' Box (Telephone Dept)	2014 ½ Ton Crew Cab 4x4 Pickup with 5.5' Box (Telephone Dept)	2014 ½ Ton Regular Cab 4x4 Pickup with 8' Box (Wastewater Dept)
	TRADE IN 2000 Chevy 2500 Pickup	TRADE IN 2007 Ford F150 Pickup	NO TRADE IN	NO TRADE IN
Einspahr Auto Plaza	\$26,806.00	\$31,505.00	\$31,246.00	\$26,329.00
Less trade-in	\$ 3,300.00	\$ 8,800.00		
Total Price	\$23,506.00	\$22,705.00	\$31,246.00	\$26,329.00
Brookings Auto Mall	\$31,603.91	\$33,062.41	\$32,792.41	\$28,931.45
Less trade-in	\$2,000.00	\$8,300.00		
Total Price	\$29,603.91	\$24,762.41	\$32,792.41	\$28,931.45

Motion was made by Robertson, seconded by Peterson that the following low bids be approved: Einspahr Auto Plaza for Item 1 - 2014 ½ Ton Extended Cab 4x4 Pickup (less trade-in) in the amount of \$23,506.00; Item 2 - 2014 ½ Ton Crew Cab 4x4 Pickup (less trade-in) in the amount of \$22,705.00; Item 3 - 2014 ½ Ton Crew Cab 4x4 Pickup in the amount of \$31,246.00; and Item 4 - 2014 ½ Ton Regular Cab 4x4 Pickup in the amount of \$26,329.00; 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.

CONDUCTOR – ELECTRIC DEPARTMENT

BIDDER NAME	ITEM 1	ITEM 2	ITEM 3	ITEM 4	ITEM 5	ITEM 6
	30,000'	7,500'	67,500'	6,000'	6,000'	1,200
	350KCMIL	4/0	1/0	500KCMIL	750KCMIL	500KCMIL
	Primary	Primary	Primary	Primary	Primary	Primary
BORDER STATES	NO BID	NO BID	NO BID	NO BID		NO BID
WESCO	\$107,130.00	\$18,375.00	\$144,450.00	\$61,968.00		\$12,393.00
IRBY	\$117,660.00	\$20,190.00	\$164,700.00	NO BID		NO BID
RESCO	\$121,650.00	\$20,917.50	\$167,400.00	\$74,550.00		\$14,910.00

BIDDER NAME	ITEM 7	ITEM 8	ITEM 9	ITEM 10	ITEM 11
	15,000'	33,000'	1,000'	1,000'	2,000'
	#4	4/0	350	4/0	500KCMIL
	Triplex	Triplex	Triplex	Single	Tri Rated
BORDER STATES	\$7,425.00	\$42,735.00	\$2,055.00	\$560.00	\$15,620.00
WESCO	\$8,092.50	\$42,784.50	\$2,150.00	\$593.00	\$15,420.00
IRBY	\$8,115.00	\$42,900.00	\$2,304.00	\$529.00	\$17,564.00
RESCO	\$6,390.00	\$42,504.00	\$2,006.00	NO BID	NO BID

Motion was made by Harvey, seconded by Robertson that the following low bids be approved: WESCO for Item 1, 30,000' 350KCMIL Primary Conductor, \$107,130.00, Item 2, 7,500' 4/0 Primary Conductor, \$18,375.00; Item 3, 67,500' 1/0 Primary Conductor, \$144,450.00; Item 4, 6,000' 500KCMIL Primary, \$61,968.00; Item 6, 1,200' 500KCMIL Primary, \$12,393.00; Item 11, 2,000' 500KCMIL Tri Rated Conductor, \$15,420.00; IRBY for Item 10, 1,000' 4/0 Single Conductor, \$529.00; RESCO for Item 7, 15,000' #4 Triplex Conductor, \$6,390.00; Item 8, 33,000' 4/0 Triplex Conductor, \$42,504.00; Item 9, 1,000' 350 Triplex Conductor, \$2,006.00; 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.

2014 TRENCHER / BACKHOE - ELECTRIC DEPARTMENT

BIDDER NAME		ITEM 1
Ditch Witch of SD	Item 1 Price	\$64,872.51
	Less Trade In	-\$15,000.00
	Net Bid Total	\$49,872.51
Vermeer High Plains	Item 1 Price	\$75,800.00
	Less Trade In	-\$15,000.00
	Net Bid Total	\$60,800.00

Motion was made by Peterson, seconded by Robertson that the following low bid be approved: Ditch Witch of SD for the 2014 Trencher/Backhoe (less trade-in) in the amount of \$49,872.51; 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.

SUPPLIES FOR WATER DISTRIBUTION & SEWER COLLECTION DEPARTMENT

	ITEM #1	ITEM #2	ITEM #3	ITEM #4
Company	Fire Hydrants 0 - each	Misc. Water Tapping Saddles	Misc. Corp Stops, Curb Stops, Check Valves, Regulators, Meter Setters & Couplings	Misc. Gate Valves with Flange Packs & Water Main
Dakota Supply Group			\$13,685.99	\$2,324.80
HD Supply Waterworks			\$15,505.56	\$9,019.84

Milbank Winwater Works			\$14,544.52	\$2,323.68
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Motion was made by Harvey, seconded by Peterson that the following low bids be approved: Dakota Supply Group, Item 3, Misc. Corp Stops, Curb Stops, Check Valves, Regulators, Meter Setters & Couplings, \$13,685.99; Milbank Winwater Works, Item 4, Misc. Gate Valves with Flange Packs & Water Main, \$2,323.68; 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.

PURCHASE SWITCHGEAR OFF EXISTING CONTRACT – ELECTRIC DEPARTMENT

Motion was made by Robertson, seconded by Harvey that authorization be given to purchase switchgear off an existing contract with IRBY dated February 11, 2013, for \$147,885.00 for the Electric Department. All members present voted in favor of the motion.

AUTHORIZATION TO SUBMIT BIDS

3RD STREET WATER MAIN REPLACEMENT PROJECT - WATER DEPARTMENT

Motion was made by Harvey, seconded by Peterson that authorization be given to advertise for bids for 3rd Street Water Main Replacement Project. All members present voted in favor of the motion.

SURPLUS EQUIPMENT – VEHICLES AND TRENCHER

Motion was made by Peterson that the following Resolution No. 2 -14 be approved.

RESOLUTION NO. 2 - 14

RESOLUTION ORDERING DISPOSITION OF SURPLUS EQUIPMENT

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:

- 2003 Ditch Witch 3700 Trencher/Backhoe S/N3X0228
- 2000 Chevrolet C2500 Pickup Standard Cab 2 Wheel Drive with 8” Box and Topper – VIN #1GCGC24U8YE358749
- 2007 Ford F150 Pickup Extended Cab 4 Wheel Drive with Short Box VIN #1FTPX14V27FB05782

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 traded in on replacement property in accordance with the provisions of SDCL 6-13.

Adopted this 13th day of January, 2014.

ATTEST:

Gail Robertson, Secretary

Steven Myers, President

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

RESOLUTION OF COMMENDATION – JIM ADKINS

Motion was made by Harvey that the following Resolution No. 3 -14 be approved.

RESOLUTION NO. 3 - 14

RESOLUTION OF COMMENDATION

WHEREAS W. James Adkins has faithfully served Swiftel Communications since April 1983, giving generously of his time and efforts.

NOW, THEREFORE, BE IT RESOLVED by the Brookings Municipal Utilities Board that the Board hereby express to:

W. JAMES ADKINS

the sincere thanks and commendation of the Brookings Municipal Utilities on behalf of all the citizens of Brookings for faithfully and ably serving as the Network & Technical Operations Manager of Swiftel Communications.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Brookings to be affixed this 13th day of January, 2014.

ATTEST:

Gail Robertson, Secretary

Steven Myers, President

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

EXECUTIVE SESSION

Motion was made by Harvey, seconded by Peterson to adjourn to an executive session for the purpose of discussing competitive service offerings, personnel and contractual matters. All members present voted in favor of the motion.

The Board reconvened in open session.

INDEPENDENT CONTRACTOR AGREEMENT

Motion was made by Robertson, seconded by Harvey to approve the Independent Contractor Agreement with Jim Adkins. All members present voted in favor of the motion.

ADJOURNMENT

The meeting adjourned.

ATTEST:

Gail Robertson, Secretary

Steven Myers, President