

The regular meeting of the Municipal Utilities Board was held at 1:00 p.m. on Monday, October 13, 2014, at the Utility Building with the following members present: Hansen, Peterson, Pitts and President Myers. Absent: Harvey.

MINUTES

Minutes of the regular meeting held September 8, 2014 and the special meeting held September 22, 2014 were read and approved.

ADOPTION OF AGENDA

The agenda was adopted.

APPROVAL OF BILLS AND CLAIMS

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

4Nu-Praxair Dist, Supplies, \$10.85; A T & T, Settlement, \$1,382.67; A T & T, Cust. Toll Free Number, \$53.34; Ace Refrigeration, Supp, \$50.00; A-I Computer Solutions-Bkgs, Supp, \$359.97; Airway Technologies, Supp, \$5,817.39; Allegra, Printing Supp, \$3,065.43; Anixter, Supp, \$1,550.00; Aramark Uniform Services, Supp, \$781.18; ARIN , American Registry for Internet Numbers, IP/Routing Numbers, \$2,000.00; Authorize.Net, Credit Card Processing Fee, \$90.00; Auto Body Specialties, Supp, \$15.70; B & B Manure Inc, Sludge Removal, \$3,417.00; Ball, Michelle, Janitorial Service, \$200.00; Barhite, Brooke, Travel, \$37.52; Black Box Resale Services, Supp, \$161.00; Black Box Resale Services, Unreg Inv, \$1,516.00; Bluefin Pymt Systems, Credit Card Processing Fee, \$45.77; Border States Elec, Supp, \$2,366.41; Border States Elec, Unreg Inv, \$6,824.91; Bridle Estates, Sewer Charge Reim, \$1,645.00; Briggs, Ken, Gas/Lodging/Meals, \$334.44; Brookings Area Chamber of Commerce, Registration, \$175.00; Bkgs Auto Mall, Vehicle Maint, \$138.30; Bkgs City Hall Finance, Chip Seal Project, \$8,393.80; Bkgs County Register of Deeds, Easement, \$52.00; Bkgs Credit Bureau, Delinq. Acct Collection, \$288.60; Bkgs Engineer, Drainage Fee, \$3,742.09; Bkgs Engraving, Conserve/Demand Incentive, \$360.00; Bkgs Radio, Advertising, \$2,775.00; Bkgs Register, Advertising/Legals, \$20.00; Bkgs Register, Publication Renewal, \$149.21; Bkgs Rent All, Equip Rent, \$675.00; Bkgs Utilities, Office Utility Bill, \$48,399.41; BSG Clearing Solutions, Settlement, \$366.76; Carquest Auto, Equip Maint, \$310.07; CDW Government, Supp, \$29.34; Central Business, Supp, \$1,018.67; Century Business Products, Copier Maint, \$753.93; Century Link, Tele Exp, \$907.14; Century Link, Interconnections, \$13,960.59; Century Link, Settlement, \$272.23; Century Link, Directory Listing, \$593.96; Chesterman Co, Bottled Water, \$84.00; CHR Solutions, Consulting Service, \$700.00; City of Bkgs, Contract Fee, \$5,496.16; City of Beresford, Utility Bill, \$163.62; City of Bkgs Landfill, Landfill Fee, \$246.32; City of Sgt Bluff, Utility Bill, \$188.37; City of Sioux City, Storm Drainage

Fee, \$7.59; City of Vermillion, Tower Lease Pymt, \$500.00; City of Vermillion, Utility Bill, \$340.66; Claritus, Postage Supp, \$483.14; Clay Union Elec, Utility Bill, \$180.12; Codington Clark Elec, Utility Bill, \$35.00; Collins, Kevin, Travel, \$1,175.24; Counterpart, Supp, \$6,525.00; Courtesy Plbg & Htg, Repair/Supp, \$678.57; Craft, Ronald, PCS Refund, \$423.98; Credit Bureau-Watertown, Delinquent Acct Collection, \$901.28; Crescent Elec, Supp, \$181.37; Crescent Elec, Unreg Inv, \$501.25; CSSA, Unreg Inv, \$52.09; Culligan, Bottled Water, \$134.00; Culligan of Watertown, Bottled Water, \$27.25; Dakota Fluid Power, Maint/Supp, \$443.85; Dakota Service, Supp, \$9.82; Dakota Supply Group, Supp, \$1,644.96; Dave's Window Cleaning, Window Service, \$126.00; David's Designs, Window Display, \$300.00; Days Inn, Lodging, \$206.97; DePauw, Sean, Travel, \$62.72; Dept of the Treasury, Fed Tax, \$5,366.20; Dex Media East, Advertising, \$63.50; Directory Resources, Software Maint, \$1,100.00; Ditch Witch of SD, Maint/Supp, \$85.43; DLT Solutions, Software, \$1,121.10; Domino's Pizza, Meeting Supp, \$23.97; DPC Industries, Chemicals, \$1,434.00; Earl May Seed & Nursery, Supp, \$178.36; Eco Water Systems, Bottled Water, \$121.80; Entone, Unreg Inv, \$271.20; Enviro Toxicity Control, Water Analysis, \$700.00; Ericsson Inc, Software/Hardware Maint, \$8,735.00; Express Comm, Settlement, \$7,205.98; Farmers Coop, Supp, \$1,725.54; Fastenal, Supp, \$62.84; Fed Ex, Freight, \$117.43; Fibercomm, Broadband Service, \$340.29; First Bank & Trust, Bond Pymt Series 2011, \$36,291.24; First National Trust Services, 2012 SRF Loan Pymt, \$321,620.26; Five-Star Awards & More, Supp, \$134.00; Fix It Shop Locksmith, Service Call, \$19.25; Flexible Pipe Tool, Supp, \$315.00; Foerster Supply, Supp, \$1,111.55; Foerster Testing Limited, Compaction Testing, \$385.00; Fox Sports Net North, Contract Fee, \$4,687.88; Freeman, Harvey, Travel, \$13.80; FRRPA, FRRPA Lease, \$12,957.00; Glazier, Lauren, Travel, \$10.08; Golden West Telecom, Tele Exp, \$40.14; Goldfield Telecom, Supp, \$1,436.31; Goldfield Telecom, Support Renewal, \$3,635.80; Grainger, Supp, \$641.90; Graybar Electric, Supp, \$884.62; Graymont Capital, Chemicals, \$3,768.61; Haaseth, Todd, Digital Alarm Receiver Dialer, \$325.00; Hach Chemical, Supp, \$495.27; Hawkins Inc, Chemicals, \$2,512.50; Hawkins Inc, Supp, \$30.18; H-D Electric, Utility Bill, \$244.60; HDR Engineering, Engineering Service, \$53,856.05; Henkin Schultz Comm Arts, Advertising, \$19,807.65; Hibu Inc-West, Advertising, \$373.00; Hillyard/Sx Falls, Repair/Supp, \$1,244.06; Hoak Media of Dakota, Contract Fee, \$1,071.51; Homestead Do It Center, Supp, \$653.27; Ibengabriel, Cliff, Travel, \$19.60; Independent Comm, Contract Fee, \$898.80; Industrial Machine, Repairs/Supp, \$2,124.00; Interstate Telecom Coop, Tele Exp, \$1,395.06; Iowa HSEMD, Enhanced 911, \$11,359.36; J & K Edging Solutions, Labor/Supp, \$1,482.66; Johme, Ashley, Travel, \$232.76; Jones Pest Control, Pest Control, \$45.00; Josten Concrete Products, Supp, \$76.00; Kabris, Curt, Travel, \$36.80; Karpen, Nick, Travel, \$161.28; KDLT TV, Contract Fee, \$909.50; Kleinemas, Jason, Travel, \$36.80; Knettel, Trever, Travel, \$369.60; Krogman, Katie, Travel, \$50.60; Kruse, Dan, MN Tech License, \$74.80; L G Everist, Gravel, \$79.63; Larson, Renee, Travel, \$8.96; Lights Out Productions, Photography, \$159.00; Littsen, Destyni, Travel, \$20.72; Local Search Assoc, Directory Rates/Data, \$110.75; Locators & Supplies, Repair/Supp, \$85.91; Lowe's, Supp, \$1,044.79; M & T Fire & Safety, Supp, \$1,447.31; Mack, Scott, Travel, \$973.65; Martin's Inc, Diesel/Oil, \$466.52; Matheson Tri-Gas, Supp, \$165.00; Medinger, Amanda, Travel, \$61.60; Menards-Sx City, Supp, \$37.81; Mid South Telecom, Repairs/Supp, \$100.00; Midamerican Energy, Utility Bill, \$1,238.38; Midcontinent, Broadband Service, \$765.22; Midcontinent, Contract Fee, \$209.50; Midwest Alarm-Sx City, Monitoring Service, \$72.00; Midwest Pest Control, Pest Control, \$140.00; Millborn Seeds, Grass Seed/Fertilizer, \$62.50; Missouri River, Supplemental Power, \$804,831.54; Missouri River, WAPA Allocation, \$281,546.94; Missouri River Energy Services, Registration, \$99.00; MMUA, Training, \$5,475.00; Monoprice, Supp, \$31.78; MVTL Labs, Wastewater Analysis, \$1,220.99; Napa Auto Parts, Supp, \$21.86; National Processing, Credit Card Processing Fee, \$11,590.17;

Newark Element14, Supp, \$124.09; Nielsen's, Repair/Supp, \$123.73; North West Rec, Utility Bill, \$43.91; Northwestern Energy, Natural Gas, \$331.30; Novak Sanitary Service, Shredding, \$252.33; Office Elements, Maint/Supp, \$648.62; Olson, Justin, Travel, \$365.12; One Source-Background Check Co, Employee Verification, \$316.00; Orpheum Building, Utility Bill, \$136.52; Otter Tail, Utility Bill, \$179.03; Pandora Media, Advertising, \$1,492.11; Party Depot, Supp, \$4.99; Platzeck, Marty, Travel, \$55.20; Power & Telephone Supply, Splitter Modules, \$9,915.50; Power & Telephone Supply, Unreg Inv, \$8,760.40; Power Product Services, Equipment, \$730.34; Prairie Graphics, Supp/Uniforms, \$894.32; Prussman Contracting, Gravel/Roller, \$388.62; Queen City Wholesale, Supp, \$69.76; Reconinsight, Consulting Service, \$1,000.00; Resco, Supp, \$8,359.20; Resmen, Kaylene, Travel, \$26.21; Rients, Shane, Travel, \$193.20; Rients, Shane, Gas, \$30.00; Ron's Auto Repair, Vehicle Maint, \$98.60; Rufer, Kent, Conserve/Demand Incentive, \$50.00; Runnings, Supp, \$1,637.62; Saquique, Dayana, PCS Refund, \$267.00; Schulte, Dan, Travel, \$39.76; Schuneman Equipment, Equip Maint, \$571.99; SD Dept of Health, Testing W-WW Samples, \$434.00; SD Electrical Commission, Wiring Permits, \$200.00; SD Telecom, Assessment, \$9,486.10; SD Treasurer, Sales/Excise Tax, \$218,994.60; SDN Comm, Hard Disk Drives, \$90.00; SDN Comm, Maint Agreement, \$8,303.92; Servall Towel & Linen, Supp, \$312.42; Servicemaster, Janitorial Service, \$260.00; Sx City Journal, Employment Advertising, \$1,194.25; Sx Falls Tower & Comm, PCS Tower Work, \$915.48; Sx Falls Utilities, Utility Bill, \$578.06; Sx Valley Energy, Utility Bill, \$1,602.82; Sx Valley Environmental, Chemicals, \$1,854.00; SD Newspaper Assoc, Employment Advertising, \$864.40; South Sioux City, Utility Bill, \$572.89; Southeastern Elec, Utility Bill, \$678.23; Speedy Cleaners, Rugs/Supp, \$314.20; Spilde, Jason, Conserve/Demand Incentive, \$25.00; Springbrook Software, Online Maint Fee, \$522.05; Sprint, Tele Exp, \$111.32; Sprint, PCS Service Fee, \$316,669.71; Sprint, PCS Phone Service, \$3,430.10; Sprint, PCS Inventory, \$463,939.03; Sprint PCS-Sx Falls, PCS Accessories, \$3,395.15; SPX Tranformer Solutions, Substation Transformers, \$588,504.04; Staples, Supp, \$183.24; State of Iowa-Treasurer, Sales Tax, \$3,582.35; Stoltenburg, Audie, Travel, \$313.96; Stuart C. Irby, Supp, \$4,802.00; Sturdevant Auto, Supp, \$115.46; Subway, Meeting Supp, \$7.00; Swiftel Comm, Office Phone Bill, \$81,792.86; Teledynamics, Unreg Inv, \$252.41; Empire Mall, Advertising, \$250.00; UPS Store, Freight, \$1,269.21; Thompson, Mark, Travel, \$363.46; Top Notch Cleaning, Janitorial Service, \$1,845.00; Tott's Conoco, Gas, \$347.00; Tower Distribution, Contract Fee, \$251.26; Town & Country Shopper, Employment Advertising, \$490.00; Turfguard Lawn Service, Lawn Care, \$1,432.50; Union County Elec, Utility Bill, \$245.90; UPS, Freight, \$715.43; US Postal Service, Postage, \$9,000.00; Universal Service Adm, USAC Contribution, \$76,755.27; University Estates, Water Charge Reim, \$3,315.00; USA Bluebook, Supp, \$71.95; Vantage Point, Engineering Consulting, \$19,481.70; Vermillion Area Chamber of Commerce, Membership Dues, \$50.00; Walker & Associates, Unreg Inv, \$1,533.96; Water & Enviro Engineering, Analysis, \$12.00; Watertown Utilities, Utility Bill, \$735.12; Wellmark Blue Cross Blue Shield of SD, Benefit Plan Fee, \$240.00; Wesco, Supp, \$10,167.76; WAPA, Substation Maint, \$4,000.00; Wireless Xcessories, PCS Inv, \$351.25; Wright, Richard, Travel, \$90.52; WW Tire, Equip Maint, \$1,167.50; Xcel Energy/NSP, Utility Bill, \$2,801.38; Xerox, Copier Maint, \$179.24; Young Broadcasting-SF, Employment Advertising, \$109.00; Zip Trip, Gas, \$7,701.60.

The Following Are Telephone/Utility Refunds:

3V2K LLC, \$61.53; 3V2K LLC, \$45.04; Advance, \$70.54; Bailey, Frank, \$61.44; Bailey, Frank, \$85.97; Byrne, James & Victoria, \$30.71; Clements, Mark & Cynthia, \$12.52; Eberts Properties, \$43.47; Eisenmenger, Brooke, \$141.83; Kaufman, Katherine, \$51.49; Knutson, Duane, \$60.34; Medary Village, \$66.05; O'Connor, Katie, \$83.16; Rogers, Ryan, \$23.73; Smith, Kayla, \$20.23; Vinderslev, Chris, \$73.60; Watertown Credit Bureau (Interest), \$22.56; Bariteau, Timothy, \$13.44;

Brookings Regional Builders, \$73.06; Campus Hair, \$97.94; Dahlmeier, Mary, \$61.08; Delaney, V, \$16.05; Dunn, Jeff, \$44.37; Elaprolu, Kishore, \$7.87; Hanson, Betty, \$9.48; Hendrickson, Dusten, \$18.35; Meier, Bryan, \$23.48; Meyer, Boyd, \$4.89; Meyer, Lois, \$18.22; Misner, Matthew, \$14.49; Muston, Michael, \$14.52; New York Life Ins, \$23.25; Rainbow Car Wash, \$27.18; Regalia, Anthony, \$22.11; Rindels, M, \$14.56; Taylor, John, \$28.34; Waligoske, Patrick, \$27.97; Zins, Henry, \$6.38.

PERSONNEL INFORMATION

Department Salaries (September): Electric, \$197,862.53; Water, \$81,501.70; Wastewater, \$80,432.09; Telephone, \$481,678.85;

Retirement, \$48,479.62; Social Security, \$60,560.41; Insurance, \$76,203.92; Deferred Comp, \$12,726.97;

Salary Changes: T. Bromwich, \$10.12*; J. Hulscher, \$29.31; J. Lounsbery, \$29.76; J. Hanson, \$27.01; T. Hohn, \$19.62; M. Volkers, \$25.75; B. Goodfellow, \$11.52; K. Stanwick, \$11.52; J. Millard, \$22.96;

New Employees: C. Clark, \$9.00*; C. Dhimal, \$9.00*; T. Hempel, \$29.31; M. Landon, \$11.24*; M. Martian, \$11.24*; J. Peterson, \$9.00*; M. Schulte, \$11.24*; D. Nielsen, \$10.66; R. Raabe, \$10.66.

*Plus commission

2015 CAPITAL IMPROVEMENT PROGRAM

Motion was made by Pitts that the following Resolution No. 27-14 be approved.

RESOLUTION NO. 27 - 14

RESOLUTION APPROVING
2015 CAPITAL IMPROVEMENT PROGRAM

WHEREAS a Capital Improvement Program has been reviewed by the Brookings Municipal Utilities Board which presents revenues, expenditures and capital outlays according to operating fund; and

WHEREAS after due consideration the Board finds that said program sets forth a sound financial plan for the operation for the utilities governed.

NOW, THEREFORE, BE IT RESOLVED by the Brookings Municipal Utilities Board that the Capital Improvement Program dated October 13, 2014, now on file in the office of the Executive Vice President/General Manager is hereby approved.

Adopted this 13th day of October, 2014.

ATTEST:

Tim Harvey, Secretary

Steven Myers, President

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

SET DATE FOR PUBLIC HEARING ON 2015 BUDGET AND RATES

Motion was made by Pitts, seconded by Hansen that a public hearing be held on the 2015 budget and utility rates at the Board Meeting to be held on Monday, November 10, 2014, at 1:00 p.m. All members present voted in favor of the motion.

BIDS

AUTHORIZATION TO SUBMIT BIDS

FIBER ACCESS EQUIPMENT - TELEPHONE DEPARTMENT
SET TOP BOXES – TELEPHONE DEPARTMENT

Motion was made by Myers, seconded by Pitts that authorization be given to advertise for bids for Fiber Access Equipment and Set Top Boxes for the Telephone Department. All members present voted in favor of the motion.

EXECUTIVE SESSION

Motion was made by Pitts, seconded by Hansen to adjourn to an executive session for the purpose of discussing competitive service offerings, 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:

Tim Harvey, Secretary

Steven Myers, President