

The regular meeting of the Municipal Utilities Board was held at 1:00 p.m. on Monday, November 10, 2014, at the Utility Building with the following members present: Harvey, Peterson, Pitts and Robertson. Absent: President Myers.

MINUTES

Minutes of the regular meeting held October 13, 2014 and the special meeting held October 27, 2014 were read and approved.

ADOPTION OF AGENDA

The agenda was adopted.

APPROVAL OF BILLS AND CLAIMS

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

A T & T, Settlement, \$1,225.70; A T & T, Cust. Toll Free Number, \$53.77; A1 Cleaning & Restoration, Janitorial Service, \$240.00; A-I Computers Solutions-Bkgs, Supp, \$399.96; Allegra, Printing Supp, \$290.59; Anixter, Supp, \$300.00; Approved Networks, Supp, \$2,016.00; Aramark, Supp, \$375.15; Authorize.Net, Credit Card Processing Fee, \$89.40; Auto Pro, Repairs, \$100.00; Ball, Michelle, Janitorial Service, \$200.00; Ball, Michelle, Meeting Supp, \$30.00; Barhite, Brooke, Travel, \$12.32; Bendix, Scanner, \$920.00; Bierschbach Equipment, Equip Maint, \$140.00; Black Box Resale Services, Unreg Inv, \$261.00; Blooston & Mordkofsky, Legal Service, \$4,367.26; Bluefin Payment Systems, Credit Card Processing Fee, \$65.97; Border States Elec, Supp, \$10,434.43; Border States Elec, Unreg Inv, \$8,214.96; Bridle Estates, Sewer Charge Reim, \$1,662.50; Brookings Area Chamber of Commerce, Sponsorship Advertising, \$400.00; Brookings County Finance Office, County Maps, \$6,887.63; Brookings County Register of Deeds, Easement, \$96.00; Brookings Credit Bureau, Delinq. Acct Collection, \$80.00; Brookings Utilities, Office Utility Bill, \$44,286.29; Brookings Utilities, Conserve/Demand Incentive, \$60.00; Brookings Register, Publication Renewal, \$149.21; BSG Clearing Solutions, Settlement, \$423.39; Calix, FTTH Inventory, \$1,253.75; Capitol Sales Co, Unreg Inv, \$136.40; Carquest Auto, Equip Maint, \$189.60; Central Business, Supp, \$380.66; Century Link, Telephone Exp, \$233.27; Century Link, Interconnections, \$8,073.38; CHR Solutions, Annual Maint Fee, \$112,200.00; CHR Solutions, Consulting Service, \$550.00; City of Brookings, Contract Fee, \$5,625.29; City of Beresford, Utility Bill, \$150.34; City of Brookings, Landfill Fee, \$278.63; City of Sgt Bluff, Utility Bill, \$131.85; City of S Sx City, Bldg Permit, \$624.50; City of S Sx City, Tower Lease Pymt, \$760.00; City of Vermillion, Tower Lease Pymt, \$630.00; City of Vermillion, Utility Bill, \$306.12; Clay Union Electric, Utility Bill, \$136.83; Codington Clark Elec, Utility Bill, \$35.00; Collins, Kevin, Travel, \$553.60; Connections, EAP Service,

\$1,391.04; Conner, Michele, Travel, \$20.16; Courtesy Plbg & Htg, Repair/Supp, \$177.07; Credit Bureau-Watertown, Delinquent Acct Collection, \$1,797.15; Culligan of Watertown, Bottled Water, \$30.00; Currier, James, Conserve/Demand Incentive, \$50.00; Dakota Lettering, Supp/Uniforms, \$32.22; Dakota Supply Group, Supp, \$453.40; Datalink, Supp, \$8,015.00; Days Inn, Lodging, \$137.98; Delk, Thomas Dean, Tech Support, \$160.00; Dept of the Treasury, FedTax, \$5,396.53; Dex Media East, Advertising, \$63.50; DHE, LLC, Maint Fee, \$2,200.00; Diedrich, Donna, Conserve/Demand Incentive, \$75.00; Ditch Witch of SD, Maint/Supp, \$1,438.20; Drexler, Brian, Travel, \$339.40; EarthBend, Supp, \$12,158.00; Eco Water, Bottled Water, \$91.35; Einspahr Auto Plaza, Vehicle Maint, \$77.37; Elite Electric, Electrical Work, \$93.67; Empire Business Systems, Supp, \$4,777.44; Express Communications, Settlement, \$8,354.79; Fastenal, Supp, \$857.83; Fed Ex, Freight, \$28.73; Fiber Comm Solutions, Supp, \$693.85; Fibercomm, Broadband Service, \$6,310.29; First Bank & Trust, Bond Pymt Series 1998, \$1,523,175.40; First Bank & Trust, Bond Pymt Series 1999, \$678,453.83; First Bank & Trust, Bond Pymt Series 2000, \$818,918.06; First Bank & Trust, Bond Pymt Series 2006, \$487,817.97; First Bank & Trust, Bond Pymt Series 2011, \$36,541.24; First Bank & Trust, Customer Service Week Supp, \$4,600.00; Fitts, Morgan, Travel, \$85.48; Foerster Supply, Supp, \$147.00; Foerster, David, Conserve/Demand Incentive, \$25.00; Fox Sports Net North, Contract Fee, \$4,758.08; Freeman, Harvey, Travel, \$82.80; FRRPA, FRRPA Lease, \$12,957.00; Glazier, Lauren, Travel, \$15.68; Golden West Tech, Tech Support, \$4,021.06; Golden West Telecom, Tele Exp, \$40.14; Grainger, Supp, \$1,001.00; Graybar Electric, Supp, \$719.47; Graybar Electric, Unreg Inv, \$175.21; Gridsense, Supp, \$215.00; Hach Chemical, Supp, \$326.14; Hanson, Jesse, Travel, \$27.60; Hawkins Inc, Chemicals, \$1,662.68; HD Supply Waterworks, Supp, \$147.00; Healy Consulting, Wage Survey, \$500.00; Henkin Schultz Comm Arts, Advertising, \$30,382.07; Herr, Debra, Travel, \$5.60; Hibu Inc-West, Advertising, \$373.00; Hillyard/Sx Falls, Repair/Supp, \$104.34; Hoak Media of Dakota, Contract Fee, \$1,091.40; Hodges, Scott, Conserve/Demand Incentive, \$75.00; Homestead Do It Center, Supp, \$112.37; Hometown Service, Repair/Supp, \$90.00; Ibengabriel, Cliff, Travel, \$18.48; Independent Communication, Contract Fee, \$914.34; Innovative Systems, Software Subscription, \$5,000.00; Interstate All Battery Center, Supp, \$158.80; Interstate Telecom Coop, Tele Exp, \$1,393.43; InVue Security Products, Supp, \$202.28; Kabris, Curt, Travel, \$124.51; Karpen, Nick, Travel, \$208.32; KDLT TV, Contract Fee, \$925.23; Kindt, Scott, Travel, \$27.60; Knettel, Trever, Travel, \$241.92; Littsen, Destyni, Travel, \$23.52; Local Search Assoc, Directory Rates/Data, \$505.00; Local Search Assoc, Subscription Renewal, \$384.00; M & T Fire & Safety, Supp, \$5,294.51; Mack, Scott, Travel, \$773.70; Madsen Gardens, Landscaping Trees, \$7,458.75; Martian, Matthew, Travel, \$2.80; Martin's Inc, Diesel/Oil, \$1,560.64; Matheson Tri-Gas Inc, Supp, \$170.18; Mathison Co, Maint/Supp, \$27.00; Mediacom, Broadband Service, \$97.45; Medinger, Amanda, Travel, \$54.88; Menards-Sx City, Supp, \$3.65; Menards-Sx Falls West, Supp, \$103.20; Menards-Watertown, Supp, \$18.67; Meyer, Steve, Travel, \$42.70; Midamerican Energy, Utility Bill, \$884.27; Midcontinent, Broadband Service, \$301.63; Midcontinent., Contract Fee, \$211.25; Midwest Alarm, Monitoring Service, \$63.00; Midwest Boiler Repair, Maint, \$11,092.50; Mr V's Prof Body Shop, Vehicle Maint, \$292.20; Napa Auto Parts, Supp, \$460.56; Nelson Custom Construction, Water Meter Refund, \$335.00; Neustar, LNP Fee, \$15.00; Nielsen's, Repair/Supp, \$35.22; North Central Services, Tele/Elec Cable Installation, \$190,532.25; Northwestern Energy, Natural Gas, \$46.90; Obeslo, Kayla, Travel, \$40.32; Office Elements, Maint/Supp, \$931.80; One Source-Background Check Co, Employee Verification, \$192.00; Orpheum Building, Utility Bill, \$114.40; Otter Tail Power, Utility Bill, \$174.08; Patrick, Dan, Travel, \$5.04; Perry Electric, Repairs/Supp, \$234.26; Platzeck, Marty, Travel, \$41.40; Power & Telephone Supply, Unreg Inv,

\$5,193.00; Prairie Graphics, Supp/Uniforms, \$433.00; Prussman Contracting, Substation Site Work, \$3,662.06; Queen City Wholesale, Supp, \$88.95; Rains, Jake, Travel, \$22.96; Register of Copyrights, Filing Fee, \$150.00; Resmen, Kaylene, Travel, \$25.76; Rob Boniface Const., Labor/Supp, \$2,780.62; Roehrig & Assoc, Environmental Audit, \$600.00; Rudy's Welding & Machine, Supp, \$360.00; Runnings, Power Brush, \$2,999.99; Runnings, Supp, \$1,347.16; Schulte, Dan, Travel, \$52.08; Schuneman Equipment, Equip Maint, \$311.70; SD Assn of Rural Water Systems, Membership Dues, \$1,000.00; SD Dept of Health Lab Remit Center, Testing W-WW Samples, \$581.00; SD Municipal Electric Assoc, Membership Dues, \$18,097.00; SD Treasurer, Sales/Excise Tax, \$192,150.13; SDML Workers' Comp Fund, Workers Comp Ins, \$108,555.00; Servicemaster, Janitorial Service, \$260.00; Sioux Valley Energy, Utility Bill, \$1,287.21; Smith Supplies, Supp, \$138.85; Smith, Christopher, Conserve/Demand Incentive, \$50.00; Springbrook, Software Support, \$526.05; Sprint, Tele Exp, \$52.08; Sprint, PCS Service Fee, \$388,190.63; Sprint, PCS Phone Service, \$3,362.77; Sprint, PCS Inv, \$123,970.81; Sprint PCS-Bkgs, PCS Accessories, \$5.43; Stanley Supply & Services, Supp/Tools, \$231.71; State of Iowa-Treasurer, Sales Tax, \$5,620.00; Stoltenburg, Audie, Travel, \$453.76; Stuart C. Irby, Supp, \$1,197.00; Sturdevant Auto, Supp, \$64.29; Swiden Distributing, Unreg Inv, \$381.73; Swiftel Communications, Office Phone Bill, \$84,485.34; Swoboda, Rick, Travel, \$501.10; TeleD. Communications, Tech Support, \$560.00; Test Point Medical, Drug Screening, \$40.00; UPS Store, Freight, \$149.75; Thompson, Mark, Marketing Supp, \$87.50; Top Notch Cleaning, Janitorial Service, \$1,845.00; Total Eyewear, Safety Glasses, \$227.95; Tott's Conoco, Gas, \$336.00; Tower Distribution, Contract Fee, \$260.75; Town & Country Shopper, Advertising, \$392.00; Tufty, Lyle, Conserve/Demand Incentive, \$325.00; Turfguard Lawn Service, Lawn Care, \$1,432.50; UPS, Freight, \$731.32; Universal Service Adm., USAC Contribution, \$98,011.18; University Estates, Water Charge Reim, \$3,380.00; US Postmaster-Bkgs, Annual Permit Fee, \$800.00; Vantage Point, Consulting, \$449.00; Vantage Point, Engineering Consulting, \$3,750.00; Volkens, Matt, CDL License, \$25.00; Volkens, Matt, Travel, \$27.60; Walker & Associates, Unreg Inv, \$421.00; Watertown Utilities, Utility Bill, \$645.28; Wellmark Blue Cross Blue Shield of SD, Benefit Plan Fee, \$240.00; Wesco, Supp, \$153,993.19; Winter Inc, Concrete/Supp, \$106.00; Wireless Xcessories, PCS Inv, \$582.00; Wright, Richard, Travel, \$86.60; WW Tire, Equip Maint, \$96.35; Xcel Energy/NSP, Utility Bill, \$1,383.85; Young Broadcasting-SF, Employment Advertising, \$109.00; Zip Trip, Gas, \$4,881.51.

The following are Telephone/Utility Refunds:

Caudle, Lynn, \$28.52; Cooper, Brian, \$48.04; Hennen Properties, \$56.37; Hommen, Theodore, \$32.36; Miller, Cheryl, \$52.38; Mills Development, \$33.82; Moriarty Rentals, \$16.17; Overend, Kay, \$35.08; SDSU Facilities & Services, \$137.76; SDSU Facilities & Services, \$413.27; SD Prairie Homes, \$2.36; Wilson, Jessica, \$294.97; Ban-Koe Systems, \$144.00; Broesder, Alex, \$47.11; Brown, Jack, \$47.16; Charles, Mike, \$130.36; Deuter, Jill, \$20.70; Gunderson, Virginia, \$24.60; Hegg, Clara, \$21.71; Hoffman, Lona, \$74.80; Johnson-Henry Funeral Chapel, \$20.42; Knox, Larry, \$56.64; Kratz, William Peter, \$30.68; Moore, Ronald, \$7.87; Nevins, Rolland, \$85.63; Nordmeyer, Glenn, \$59.30; Parsley, Dell, \$25.96; Reister, Taner, \$150.34; Schwartz, Darlene, \$17.85; Spillman, Carrie, \$35.20; Thompson, Mercedes, \$35.79; Tran, Chau, \$10.47.

PERSONNEL INFORMATION

Department Salaries (October): Electric, \$205,901.40; Water, \$84,880.81; Wastewater, \$88,036.32; Telephone, \$509,397.44;

Retirement, \$51,335.04; Social Security, \$63,700.91; Insurance, \$77,163.06; Deferred Comp, \$13,436.98;

Salary Changes: T. Adams, \$15.36*; N. Bakker, \$9.22*; J. Becerra, \$9.22*; T. Bromwich, \$10.37*; C. Clark, \$9.22*; M. Conner, \$15.36*; M. Daniels, \$15.36*; C. Dhimal, \$9.22*; K. Dougherty, \$12.29*; B. Drexler, \$35.90; M. Fitts, \$12.29*; L. Glazier, \$15.36*; C. Grimsley, \$3,474.08; C. Ibengabriel, \$15.36*; C. Kabris, \$11,104.17; K. Kjenstad, \$4,591.93; R. Larson, \$15.36*; D. Littsen, \$9.22*; S. Malsam, \$10.37*; M. Martian, \$11.52*; E. Martinez, \$13.06*; A. Medinger, \$21.61*; V. Munson, \$3,474.08; B. Norwick, \$10.37*; K. Obeslo, \$15.36*; J. Olson, \$1,733.06*; D. Patrick, \$15.36*; R. Pesola, \$10.37*; J. Peterson, \$9.22*; J. Rains, \$14.59*; D. Schulte, \$15.36*; B. Shaull, \$15.36*; M. Skiles, \$16.90*; B. Smith, \$10.94*; C. Strand, \$27.68; R. Swoboda, \$6,458.69; M. Thompson, \$12,622.22; J. Thorson, \$11.52*; S. VanMaanen, \$6,781.59; R. Wright, \$15.36*; J. Jensen, \$14.45; K. Meyer, \$5,841.69; T. Naatjes, \$30.93; E. Witt, \$8,655.28; B. Barhite, \$5,061.00; M. Bullington, \$7,476.74; L. Julius, \$9,445.96; K. Krogman, \$3,857.42; P. Melby, \$9,831.83; S. Meyer, \$15,966.46; B. Peterson, \$4,821.77; R. Pickard, \$5,841.69; J. Siekmann, \$5,314.29; T. Telkamp, \$6,149.15; S. Thompson, \$10.77; D. Henderschiedt, \$7,476.74; T. Reuter, \$7,476.74; E. Witt, \$8,655.28;

New Hires: B. Norwick, \$10.12*; C. Bauman, \$9.22*.

*Plus commission.

INVITATION FOR CITIZEN INPUT

Representatives from the Brookings Ministerial Association were present to discuss BMU's collections policies and procedures.

DEPARTMENT REPORTS

Jeff Peters and Tom Heller from Missouri River Energy Services were present to explain net metering. They will be making a presentation to the City Council in the near future.

QUARTERLY FINANCIAL REVIEW

Laura Julius, Finance & Accounting Manager, presented a quarterly financial review of third quarter 2014.

PUBLIC HEARING ON 2015 BUDGET AND PROPOSED RATE INCREASES

A public hearing was held on the 2015 Budget and proposed rate increases for electric, telephone, water and wastewater. No one appeared and no written complaints were received. The public hearing closed.

REVIEW 2015 BUDGET

Steve Meyer and Laura Julius presented the proposed 2015 Budget for the Board's consideration.

FIRST READING OF ELECTRIC RATE REVIEW

The proposed rate increase for electric service was reviewed. Motion was made by Harvey, seconded by Pitts to approve the first reading of the proposed rate increase in residential electric rate, small commercial electric rate, time of day electric rate, large commercial electric rate, industrial electric rate, interruptible electric rate, street light and security light rates. All members present voted in favor of the motion.

FIRST READING OF TELEPHONE RATE REVIEW

The proposed rate increase for telephone service was reviewed. Motion was made by Hansen, seconded by Harvey to approve the first reading of the proposed rate increase in residential, business and SDSU telephone line access rates. All members present voted in favor of the motion.

FIRST READING OF WASTEWATER RATE REVIEW

The proposed rate increase for wastewater service was reviewed. Motion was made by Harvey, seconded by Hansen to approve the first reading of the proposed rate increase in residential and commercial wastewater rates and the BOD/TSS/TKN surcharge fee. All members present voted in favor of the motion.

FIRST READING OF WATER RATE REVIEW

The proposed rate increase for water service was reviewed. Motion was made by Hansen, seconded by Pitts to approve the first reading of the proposed rate increase in residential and commercial water rates. All members present voted in favor of the motion.

HEALTH INSURANCE CONTRIBUTION RATE REVIEW

Motion was made by Pitts that the following Resolution No. 28-14 be approved.

RESOLUTION NO. 28 - 14

RESOLUTION AUTHORIZING HEALTH INSURANCE
CONTRIBUTION RATES

WHEREAS Resolution No. 37-96 established a self funded program for the provision of health insurance; and

WHEREAS the Brookings Municipal Utilities Board intends to establish the levels of employee and employer contributions to fund the program.

NOW, THEREFORE, BE IT RESOLVED that the 2015 employee and employer monthly contributions to the self funded health insurance program be established as follows:

	Employer's Share (75%)	Employee's Share (25%)	Total
Single	\$313.04	\$104.34	\$417.38
Employee/Minor Dependents	\$537.29	\$179.10	\$716.39
Employee/Spouse Family	\$669.29	\$223.09	\$892.38
	\$830.69	\$276.89	\$1,107.58

Adopted this 10th day of November, 2014.

ATTEST:

Tim Harvey, Secretary

Dave Peterson, Vice President

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

BIDS

AWARDING OF BIDS

The following bids were opened and publicly read at 1:30 p.m. on November 4, 2014, and presented at this time for consideration and action.

SET TOP BOXES – TELEPHONE DEPARTMENT

AMULET “450” SERIES

	<u>ITEM 1</u> WITH INTERNAL 500GB DVR
Power & Telephone Supply	\$241.00
Advanced Media Technology	\$243.69

AMULET “500” SERIES

	<u>ITEM 2</u> NO DVR	<u>ITEM 3</u> NO DVR with Dual Band WiFi	<u>ITEM 4</u> 500GB DVR	<u>ITEM 5</u> 500GB DVR with Dual Band WiFi
Power & Telephone Supply	\$185.63	\$193.18	\$270.08	\$307.25
Advanced Media Technology	\$183.52	NO BID	\$265.57	\$298.39

KAMAI “500” SERIES

	<u>ITEM 6</u> NO DVR	<u>ITEM 7</u> NO DVR with Dual Band WiFi
Power & Telephone Supply	\$112.00	\$129.41
Advanced Media Technology	\$112.40	\$121.16

AMINO SERIES

	<u>ITEM 8</u> NO DVR	<u>ITEM 9</u> 500GB DVR	<u>ITEM 10</u> 1 TB DVR	<u>ITEM 11</u> NO DVR	<u>ITEM 12</u> 500GB DVR	<u>ITEM 13</u> 1 TB DVR
Power & Telephone Supply	\$137.00	\$250.00	NO BID	\$190.38	\$305.52	NO BID
Advanced Media Technology	\$117.00	\$243.00	NO BID	\$179.06	\$288.47	\$318.00

WARRANTY / SUPPORT

	<u>ITEM 14</u> ENTONE STB EXTENDED WARRANTY	<u>ITEM 15</u> ENTONE ANNUAL STB SUPPORT
Power & Telephone Supply	NO BID	NO BID
Advanced Media Technology	\$3.20/UNIT/YEAR	NO BID

REMOTE CONTROLS

	<u>ITEM 16</u> ENTONE IR	<u>ITEM 17</u> ENTONE STYLUS UNIVERSAL	<u>ITEM 18</u> ENTONE IR/RF
RF Antenna			
Power & Telephone Supply	\$14.75	\$6.00	\$20.00
Advanced Media Technology	\$11.79	\$6.23	\$17.11

IR EXTENDERS/WiFi

<u>ITEM 19</u> ENTONE DUAL-BAND WiFi ADAPTER	<u>ITEM 20</u> ENTONE IR EXTENDER
Power & Telephone Supply	\$40.51
Advanced Media Technology	\$42.49
	\$4.35
	\$3.81

POWER SUPPLIES

	<u>ITEM 21</u> Amulet 450 Series	<u>ITEM 22</u> Amulet 500 Series	<u>ITEM 23</u> Kamai Series
Power & Telephone Supply	NO BID	\$9.55	\$9.55
Advanced Media Technology	\$9.86	\$9.86	\$9.86

WARRANTY / SUPPORT

REMOTE CONTROLS

	<u>ITEM 24</u>	<u>ITEM 25</u>	<u>ITEM 26</u>	<u>ITEM 27</u>	<u>ITEM 28</u>
	AMINO STB EXTENDED WARRANTY	AMINO ANNUAL STB SUPPORT	SYCAMORE IR REMOTE CONTROL	AMINO IR KEYBOARD	WILLOW IR REMOTE CONTROL
Power & Telephone Supply	NO BID	NO BID	NO BID	\$30.18	\$7.00
Advanced Media Technology	\$5.02/UNIT/YEAR	\$5,000.00	NO BID	NO BID	\$6.23

POWER SUPPLIES

	<u>ITEM 29</u>	<u>ITEM 30</u>	<u>ITEM 31</u>	<u>ITEM 32</u>
	AMINO 5 Volt/2 AMP Power Supply	AMINO 12 Volt/2 AMP Power Supply	AMINO 5 Volt/3 AMP Power Supply With Regional Power Cord	AMINO Power Supply Mounting Bracket
Power & Telephone Supply	\$7.88	NO BID	\$13.67	\$1.25
Advanced Media Technology	\$6.71	NO BID	\$ 8.28	\$7.44

CABLE & ACCESSORY OPTIONS

	<u>ITEM 33</u>	<u>ITEM 34</u>	<u>ITEM 35</u>	<u>ITEM 36</u>	<u>ITEM 37</u>	<u>ITEM 38</u>
	AMINO USB IR Extender	AMINO USB Dual-Band WiFi Adapter	AMINO USB Time Shift Flash Drive	AMINO DIN to SCART Cable	AMINO Component Cable	AMINO S-VHS & Composite Cable
Power & Telephone Supply	\$16.00	\$51.46	\$35.19	\$4.50	\$4.20	\$5.24
Advanced Media Technology	\$12.22	\$35.82	\$34.59	\$16.51	\$6.06	\$5.55

Motion was made by Hansen, seconded by Pitts that the following low bids amounts as stated above be approved : Power & Telephone Supply: Item 1; Item 3; Item 6; Item 17; Item 19; Item 22; Item 23; Item 27; Item 32; Item 36; Item 37; Item 38; and Advanced Media Technology: Item 2; Item 4; Item 5; Item 7; Item 8; Item 9; Item 11; Item 12; Item 13; Item 14; Item 16; Item 18; Item 20; Item 21; Item 24; Item 25; Item 28; Item 29; Item 31; Item 33; Item 34; Item 35; 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.

EXECUTIVE SESSION

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

Dave Peterson, Vice President