

The regular meeting of the Municipal Utilities Board was held at 12:00 p.m. on Monday, January 12, 2015, at the Utility Building with the following members present: Hansen, Harvey, Pitts and Vice President Peterson.

The Department Managers gave an overview of 2014 highlights in their respective departments.

### MINUTES

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

### ADOPTION OF AGENDA

The agenda was adopted.

### APPROVAL OF BILLS AND CLAIMS

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

4Nu-Praxair Dist, Supplies, \$10.80; A T & T, Settlement, \$1,268.39; A T & T, Cust. Toll Free Number, \$53.05; Advanced Media Tech, Unreg Inventory, \$342.20; After Prom Committee, Directory Delivery, \$797.50; A-I Computers Solutions-Bkgs, Supp, \$319.96; Allegra, Printing Supp, \$2,670.50; Anixter, Unreg Inventory, \$1,249.00; Aramark Uniform Services, Supp, \$500.20; Automatic Door Group, Maint/Supp, \$307.14; Ball, Michelle, Janitorial Service, \$200.00; Ball, Michelle, Promo Supp, \$25.00; Barhite, Brooke, Travel, \$36.40; Bendix, Copier Maint, \$1,738.93; Bendix, Printers, \$7,499.97; Bergloff, Paul, Conserve/Demand Incentive, \$25.00; Bethany Lutheran Youth, Directory Delivery, \$343.75; Bible Baptist Youth Group, Directory Delivery, \$880.00; Bill Logan Council/K of C, Directory Delivery, \$522.50; Blooston & Mordkofsky, Legal Service, \$23,850.50; Border States Electric, Supp, \$7,496.25; Boy Scout Troop 255, Directory Delivery, \$1,430.00; BRBA, Home Show Booth, \$100.00; Bridle Estates, Sewer Charge Reim, \$1,662.50; Bkgs Band Boosters, Directory Delivery, \$7,353.50; Bkgs County Register of Deeds, Easement, \$40.00; Bkgs Credit Bureau, Delinq. Acct Collection, \$247.87; Bkgs Utilities, Office Utility Bill, \$48,363.56; Bkgs Utilities, Easement Fees, \$180.00; Bkgs Radio, Advertising, \$1,150.00; Bkgs Register, Advertising/Legals, \$4,681.70; Bruns, Brooke, Travel, \$57.12; BSG Clearing Solutions, Settlement, \$43.12; BX Civil & Construction, Repair, \$130.00; Cableorganizer.Com, Server Rack/Power Strip/Freight, \$3,194.71; Capitol Sales Co, Unreg Inv, \$202.80; Carquest Auto, Equip Maint, \$158.40; CDW Government, Supp, \$2,040.90; Central Business, Supp, \$1,405.27; Century Business Products, Copier Maint, \$228.21; Century Link, Tele Expense, \$581.94; Century Link, Interconnections, \$8,040.03; Century Link, Settlement, \$272.35; CHR Solutions, Consulting Service, \$700.00; City of

Brookings, Contract Fee, \$5,240.75; City of Beresford, Utility Bill, \$125.95; City of Brookings Landfill, Landfill Fee, \$147.63; City of Sgt Bluff, Utility Bill, \$121.79; City of Sioux City, Storm Drainage Fee, \$7.59; City of Vermillion, Utility Bill, \$256.08; Clay Union Electric, Utility Bill, \$192.08; Cleanslate, Printed Material, \$10.00; Climate Systems, Heat/Cooling Maint, \$5,357.09; Codington Clark Elec, Utility Bill, \$37.05; Collins, Kevin, Travel, \$889.01; Connections, EAP Service, \$1,276.80; Conner, Michele, Travel, \$173.20; Courtesy Plbg & Htg, Repair/Supp, \$85.15; Credit Bureau-Watertown, Delinquent Acct Collection, \$1,094.44; CSSA, Unreg Inv, \$7,475.52; Culligan of Bkgs, Bottled Water, \$56.75; Culligan of Watertown, Bottled Water, \$54.50; Dakota Service, Supp, \$49.54; Dakota Supply Group, Supp, \$552.14; Dale's Alignment, Vehicle Maint, \$82.40; Dave's Window Cleaning, Window Service, \$108.00; Davis Excavating, Snow Removal, \$180.00; Days Inn, Lodging, \$137.98; DePauw, Sean, Travel, \$53.20; Dept of the Treasury, Fed Tax, \$5,296.94; Dex Media East, Advertising, \$64.33; DHE, LLC, Maint Fee, \$2,200.00; Directory Resources, Software Maint, \$1,250.00; DLT Solutions, Software, \$3,837.60; DPC Industries, Chemicals, \$1,434.00; Eco Water, Bottled Water, \$121.70; Ecowater-Bkgs, Softener Service, \$102.00; Einspahr Auto Plaza, Vehicle Maint, \$54.10; Elkton 6th Grade, Directory Delivery, \$121.00; Empire Business Systems, Supp, \$2,984.20; Entone, Unreg Inv, \$271.20; Ericsson Inc, Supp, \$7,105.20; Ethanol Products, Chemicals, \$1,214.62; Express Communications, Settlement, \$8,157.21; Farmers Coop, Supp, \$1,822.29; Fastenal, Supp, \$455.91; Fed Ex, Freight, \$147.16; Fibercomm, Broadband Service, \$6,310.57; First Bank & Trust, Bond Pymt Series 2011, \$36,478.75; First National Trust Services, 2012 SRF Loan Pymt, \$206,036.40; Five-Star Awards & More, Supp, \$38.50; Foerster Supply, Supp, \$2,259.50; Fox Sports Net North, Contract Fee, \$4,665.94; FRRPA, FRRPA Lease, \$12,957.00; Gacke Enterprise, Lime Sludge Disposal, \$19,027.41; George's Pizza, Employee Appreciation, \$92.92; GNB Industrial Power, Equip, \$19,509.44; Golden West Tech, Tech Support, \$6,292.47; Golden West Telecom, Tele Exp, \$40.19; Grainger, Supp, \$724.45; Graybar Electric, Ethernet Expansion, \$24,023.85; Graybar Electric, Supp, \$19,896.49; Graybar Electric, Unreg Inv, \$39,346.00; Graymont Capital, Chemicals, \$11,324.21; Gridor Const, WWTP Upgrade, \$678,043.05; Hach Chemical, Supp, \$509.28; Hamlin Building Center, Supp, \$343.60; Hawkins Inc, Chemicals, \$2,609.50; H-D Electric Coop, Utility Bill, \$240.92; HD Supply Waterworks, Supp, \$1,381.83; HDR Engineering, Engineering Service, \$39,686.95; Helsper & Mahlke, PC, Legal Service, \$660.00; Henkin Schultz Comm Arts, Advertising, \$29,120.09; Hewlett Packard, Workstations/Software, \$22,839.96; Hibu Inc-West, Advertising, \$373.00; Hillyard/Sx Falls, Repair/Supp, \$1,323.01; Hoak Media of Dakota, Contract Fee, \$1,116.90; Homestead Do It Center, Supp, \$178.06; Hometown Service, Repair/Supp, \$244.70; Hubertine, Komlan, PCS Refund, \$117.00; Illustratus, Supp, \$142.96; Imagination Branding, Supp, \$445.01; Independent Communication, Contract Fee, \$911.82; Interstate All Battery Center, Supp, \$305.85; Interstate Power Systems, Equip/Maint, \$182.30; Interstate Telecom, Tele Exp, \$1,406.96; Iowa HSEMD, Enhanced 911, \$10,982.40; Johme, Ashley, Travel, \$91.84; Karpen, Nick, Travel, \$112.00; KDLT TV, Contract Fee, \$922.68; Kenner Plbg, Repairs/Supp, \$289.53; Knettel, Trever, Travel, \$244.16; Lake Preston FFA, Directory Delivery, \$225.50; Langland Home Center, Repairs/Supp, \$270.03; Larson Manufacturing, Conserve/Demand Incentive, \$3,570.00; Larson, Renee, Travel, \$4.48; League of Minnesota Cities, Wage Survey, \$650.00; LECA, Settlement, \$4,052.00; Littsen, Destyni, Travel, \$12.32; Lowe's, Supp, \$1,626.25; M & T Fire & Safety, Supp, \$90.00; Martin's Inc, Diesel/Oil, \$360.07; Master Blaster, Maint/Supp, \$518.94; Matheson Tri-Gas, Supp, \$368.38; Mathison Co, Maint/Supp, \$25.47; Mediacom, Broadband Service, \$97.45; Medinger, Amanda, Travel, \$277.92; Menards-Sx Falls West, Supp, \$93.83; Meusburger, Jason, Travel, \$27.60; Midamerican Energy, Utility Bill, \$1,288.35; Midcontinent, Broadband Service,

\$549.14; Midcontinent, Contract Fee, \$203.25; Midwest Glass, Repair/Supp, \$3,567.35; Midwest Pest Control, Pest Control, \$140.00; Missouri River, Supplemental Power, \$1,283,170.36; Missouri River, WAPA Allocation, \$254,630.54; Mutchler, Larry, Travel, \$89.04; MVTL Labs, Wastewater Analysis, \$423.00; National Processing, Credit Card Processing Fee, \$10,476.18; NECA Admin, Number Portability, \$375.00; Nielson, Brandi, Travel, \$81.00; North Central Services, Elec/Tele Cable Installation, \$6,236.28; North West Rec, Utility Bill, \$41.22; Northwestern Energy, Natural Gas, \$2,101.78; Obeslo, Kayla, Travel, \$13.44; Office Elements, Maint/Supp, \$458.39; Olson, Justin, Travel, \$98.00; Onawa Florist, Supp, \$69.00; O'Neill, Brittany, Utility Refund, \$2,310.74; One Source-Background Check Co, Employee Verification, \$125.50; Orpheum Building, Utility Bill, \$55.51; Otter Tail Power, Utility Bill, \$137.35; Outlaw Graphics, Supp, \$16.50; Park, Kunsoon, Conserve/Demand Incentive, \$50.00; Patrick, Dan, Travel, \$15.68; Perry Electric, Repairs/Supp, \$150.00; Prairie Graphics, Supp/Uniforms, \$559.50; Prescott & Schramm Plbg & Htg, Repair, \$164.05; Pro Build, Supp, \$8.00; Prussman Contracting, Substation Site Work, \$1,608.03; Prussman Contracting, Water Line Repair, \$1,868.64; R L Carriers, Supp, \$209.22; Resco, Supp, \$491.82; Resmen, Kaylene, Travel, \$24.64; Rients, Shane, Travel, \$271.40; Robert L. Carr Co, Westside Lift Station Const, \$264,834.30; Runnings, Supp, \$1,047.84; Schulte, Dan, Travel, \$49.28; Schuneman Equipment, Equip Maint, \$62.75; Schweitzer Engineering Labs, Supp, \$333.00; SD DENR, Certification, \$174.00; SD Dept of Health Lab Remit Center, Testing W-WW Samples, \$739.00; SD Treasurer, Sales/Excise Tax, \$200,533.23; SD Water & Wastewater Assn, Membership Dues, \$190.00; SDN Communications, Hard Disk Drive, \$77.00; Servall Towel & Linen Supply, Supp, \$310.75; Servicemaster, Janitorial Service, \$260.00; Sx Falls Utilities, Utility Bill, \$28.78; Sx Valley Energy, Buy Out, \$47,097.24; Sx Valley Energy, Utility Bill, \$1,266.83; Sx Valley Environmental, Chemicals, \$14,839.20; South Sx City, Utility Bill, \$456.58; Southeastern Electric, Utility Bill, \$508.36; Sprint, Tele Exp, \$52.63; Sprint, PCS Service Fee, \$236,383.88; Sprint, COPP Handset, \$399.98; Sprint, PCS Phone Service, \$3,397.50; Sprint, PCS Inventory, \$107,962.45; Sprint-Bkgs, PCS Accessories, \$36.95; Sprint-Sioux City, PCS Accessories, \$464.19; Sprint-Sioux Falls, PCS Accessories, \$1,947.00; State of Iowa-Treasurer, Sales Tax, \$6,110.69; Stoltenburg, Audie, Travel, \$155.12; Stuart C. Irby, Supp, \$6,211.25; Sturdevant Auto, Supp, \$794.49; Subway, Meeting Supp, \$57.45; Swenson, Lance, Travel, \$138.00; Swiden Distributing, Unreg Inv, \$1,515.25; Swiftel Center, Naming Rights, \$50,000.00; Swiftel Communications, Office Phone Bill, \$85,340.25; Swiftel Communications, Petty Cash, \$90.42; Swoboda, Rick, Travel, \$23.00; Old Norwegian Window Washer, Window Service, \$8.00; Thompson, Mark, Travel, \$339.52; Top Notch Cleaning, Janitorial Service, \$1,845.00; Tott's Conoco, Gas, \$191.50; Tower Distribution, Contract Fee, \$264.00; Town & Country Shopper, Advertising, \$420.00; Town & Country Shopper, Employment Advertising, \$70.00; Trustwave Holdings, Software, \$6,245.10; Two Ten Twenty Pizza, Meeting Supp, \$60.44; Union County Electric, Utility Bill, \$206.70; UPS, Freight, \$622.71; US Postal Service, Postage, \$9,000.00; Universal Service Adm., USAC Contribution, \$98,011.18; University Estates, Water Charge Reim, \$3,380.00; US Postmaster-Sx Falls, Postage, \$294.00; Utility Service, Well Maint, \$60,300.00; Volga Christian School, Supp, \$250.00; Wakeman, Dan, Travel, \$194.48; Walker & Associates, Server Card Kits, \$8,988.00; Walker & Associates, Supp, \$8,963.61; Walker & Associates, Unreg Inv, \$2,727.50; Watertown Utilities, Utility Bill, \$665.90; Wellmark Blue Cross Blue Shield of SD, Benefit Plan Fee, \$240.00; Wesco, Supp, \$4,365.08; Workin.Com, Employment Advertising, \$328.00; Wright, Richard, Travel, \$16.24; WW Tire, Equip Maint, \$712.00; Xcel Energy/NSP, Utility Bill, \$1,338.86; Zip Trip, Gas, \$3,365.01.

The following are Telephone/Utility Refunds:

Ackman, Hubert, \$111.30; Arroyo, Oscar Omar, \$42.11; Bendel, Jordan, \$29.63; Bkgs Glass & Mirror, \$178.68; Engebretson, Travis, \$16.89; Engelstad Electric, \$4.92; Hatsu, Raatz, \$47.26; Innovation Village, \$118.49; Kent, Jordan, \$66.93; Lokkeberg, Gloria J, \$15.72; McMartin, Laura, \$20.02; Morningside Community Church, \$110.75; Patel, Atul & Chayal, \$47.23; Pike, Roben, \$32.40; Project Resource Solution, \$228.95; Richard, Kacie K, \$2.06; Victory Martial Arts, \$49.30.

### PERSONNEL INFORMATION

Department Salaries (December): Electric, \$193,607.22; Water, \$82,740.03; Wastewater, \$85,301.58; Telephone, \$510,385.29;

Retirement, \$51,041.54; Social Security, \$61,695.35; Insurance, \$79,145.43; Deferred Comp, \$13,179.05;

Salary Changes: S. DePauw, \$3,612.22\*; R. Pesola, \$10.94\*; K. Gerdes, \$17.73; A. Skyberg, \$23.80;

New Employees: M. Wells, \$11.52\*; B. Bruns, \$11.52\*;

\*Plus commission

### DEPARTMENT REPORTS

DelRon Peters from HDR Engineering gave an update on the progress of the Wastewater Treatment Facility Project.

### CHANGE ORDER #6 WWTF UPGRADE – PROJECT A

Motion was made by Pitts, seconded by Harvey to approve Change Order No. 6 for various modifications to the Wastewater Treatment Facility Upgrade – Project A. All members present voted in favor of the motion.

### CHANGE ORDER #4 ON THE CONSOLIDATED & EQUALIZATION PUMP STATION – PROJECT C

Motion was made by Harvey, seconded by Pitts to approve Change Order No. 4 for various modifications on the Consolidated & Equalization Pump Station – Project C. All members present voted in favor of the motion.

FINAL PAYMENT – ON THE CONSOLIDATED & EQUALIZATION PUMP STATION – PROJECT C

Motion was made by Harvey that the following Resolution No. 1 – 15 be approved.

RESOLUTION NO. 1 - 15

RESOLUTION APPROVING WORK AND AUTHORIZING  
FINAL PAYMENT FOR THE CONSOLIDATED AND EQUALIZATION  
PUMP STATION - PROJECT C

BE IT RESOLVED by the Brookings Municipal Utilities Board that final payment in the amount of \$264,834.30 to Robert L. Carr Company hereby be approved for the Consolidated and Equalization Pump Station – Project C.

BE IT FURTHER RESOLVED that the work for said project be approved.

Adopted this 12<sup>th</sup> day of January, 2015.

ATTEST:

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Tim Harvey, Secretary

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Dave Peterson, Vice President

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

HDR ENGINEERING AGREEMENT, EXHIBIT K, AMENDMENT NO. 2

Motion was made by Hansen, seconded by Harvey to approve Amendment to Owner-Engineer Agreement Amendment No. 2 with HDR Engineering Inc. for the Wastewater Treatment Facilities Upgrade (Phase 1). All members present voted in favor of the motion.

FINAL PAYMENT – ON THE LIME SLUDGE REMOVAL PROJECT

Motion was made by Pitts that the following Resolution No. 2 – 15 be approved.

RESOLUTION NO. 2 - 15

RESOLUTION APPROVING WORK AND AUTHORIZING  
FINAL PAYMENT FOR THE  
LIME SLUDGE REMOVAL PROJECT

BE IT RESOLVED by the Brookings Municipal Utilities Board that final payment in the amount of \$19,027.41 to Gacke Enterprise hereby be approved for the Lime Sludge Removal Project.

BE IT FURTHER RESOLVED that the work for said project be approved.

Adopted this 12<sup>th</sup> day of January, 2015.

ATTEST:

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Tim Harvey, Secretary

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Dave Peterson, Vice President

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

#### 2016 DIRECTORY RATES

Motion was made by Hansen, seconded by Pitts to approve the 2016 Directory Rates as presented by staff. All members present voted in favor of the motion.

#### POLICY MANUAL AMENDMENT – FISCAL POLICY

Motion was made by Pitts that the following Resolution No. 3 – 15 be approved.

#### RESOLUTION NO. 3 - 15

#### RESOLUTION AMENDING POLICY MANUAL

WHEREAS a comprehensive statement of policy governing the organizational and operational affairs of the Brookings Municipal Utility has been adopted by the Brookings Municipal Utilities Board (the "Board"), which statement is now on file in the office of the Executive Vice President/General Manager; and

WHEREAS after due consideration the Board finds that an amendment to the Fiscal Policy, Section 400, Code No. 412, Fixed Assets, as set forth in said statement should be made.

NOW, THEREFORE, BE IT RESOLVED by the Brookings Municipal Utilities Board that the Policy Manual be amended as shown on the attached effective January 1, 2015.

Adopted this 12<sup>th</sup> day of January, 2015.

ATTEST:

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Tim Harvey, Secretary

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Dave Peterson, Vice President

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

REVISED DELINQUENT ACCOUNTS WRITE-OFFS

Motion was made by Harvey that the following Resolution No. 4 – 15 be approved.

RESOLUTION NO. 4 - 15

RESOLUTION REVISING RESOLUTION NO. 37-14 AUTHORIZING  
DELINQUENT ACCOUNTS WRITE OFFS

WHEREAS Brookings Municipal Utilities Board passed Resolution No. 37-14 authorizing delinquent accounts be written off for the Utilities and Telephone Department on December 8, 2014; and

WHEREAS an amendment is needed to revise Resolution 37-14 write off amounts as follows.

NOW, THEREFORE, BE IT RESOLVED by the Brookings Municipal Utilities Board that pursuant to SDCL 9-22-4, the accounts attached hereto are hereby determined to be uncollectible and shall be removed from the records and disclosed on the 2014 financial report. Evidence of such debt shall be retained by the Utilities to support subsequent collections of said accounts.

Electric	\$ 46,169.00
Telephone – Wireline	\$ 33,411.00
Telephone – Wireless	\$1,076,649.00
Wastewater	\$ 10,371.00
Water	\$ 11,191.00
Refuse	<u>\$ 4,376.00</u>
TOTAL	\$1,182,167.00

Adopted this 12<sup>th</sup> day of January, 2015.

ATTEST:

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Tim Harvey, Secretary

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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 read at 1:30 p.m. on January 8, 2015, and presented at this time for consideration and action.

#### REROOFING PROJECT – UTILITY BUILDING

Architectural Roofing and Sheetmetal      \$96,095.00

The following bids were opened and read at 1:30 p.m. on January 9, 2015, and presented at this time for consideration and action.

#### CONDUCTOR – ELECTRIC DEPARTMENT

BIDDER NAME	ITEM 1	ITEM 2	ITEM 3	ITEM 4	ITEM 5	ITEM 6
	45,000'	12,500'	35,000'	1,000'	1,000'	1,000'
	350KCMIL	4/0	1/0	500 QUADRUPLEX	500 TRIPLEX	350 TRIPLEX
	Primary	Primary	Primary	Primary	Primary	Primary
BORDER STATES	NO BID	NO BID	NO BID	NO BID	<b>\$3,500.00</b>	<b>\$2,250.00</b>
WESCO	<b>\$154,800.00</b>	<b>\$30,125.00</b>	<b>\$73,675.00</b>	\$5,540.00	\$4,200.00	\$2,845.00
GRAYBAR	NO BID	NO BID	NO BID	<b>\$4,350.00</b>	\$3,728.00	\$2,530.00
IRBY	NO BID	NO BID	NO BID	\$5,029.00	\$3,624.00	\$2,522.00

BIDDER NAME	ITEM 7	ITEM 8
	2,000'	19,000'
	350	#4
	SINGLE CONDUCTOR	Triplex
BORDER STATES	<b>\$1,940.00</b>	<b>\$9,500.00</b>
WESCO	\$2,620.00	\$9,880.00
GRAYBAR	\$2,360.00	\$9,975.00
IRBY	\$1,992.00	\$11,343.00

#### 600 AMP PADMOUNTED SWITCHGEAR – ELECTRIC DEPARTMENT

	<u>ITEM 1</u>	<u>ITEM 2</u>
	QUANTITY – 5	QUANTITY - 5
	2-WAY SWITCHGEAR	3-WAY SWITCHGEAR

IRBY	<b>\$76,050.00</b>	<b>\$69,875.00</b>
Energy Product Sales	\$78,325.00	\$71,975.00

Motion was made by Pitts, seconded by Harvey that the following low bids be approved: Architectural Roofing and Sheetmetal for Metal Retrofit Roofing Project at Utility Building, \$96,095.00; WESCO for Item 1, 45,000' 350KCMIL Primary Conductor, \$154,800.00, Item 2, 12,500' 4/0 Primary Conductor, \$30,125.00; Item 3, 35,000' 1/0 Primary Conductor, \$73,675.00; Graybar for Item 4, 1,000' 500 Quadplex Primary, \$4,350.00; Border States for Item 5, 1,000' 500 Triplex Primary, \$3,500.00; Item 6, 1,000' 350 Triplex Conductor, \$2,250.00; Item 7, 2,000' 350 Single Conductor, \$1,940.00; Item 8, 19,000' #4 Triplex Conductor, \$9,500.00; IRBY for 600 AMP Padmounted Switchgear, Item 1, 5 – 2 Way Switchgear, \$76,050.00; Item 2, 5 – 3 Way Switchgear, \$69,875.00; 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.

#### AUTHORIZATION TO SUBMIT BIDS

RELINING MANHOLES - WASTEWATER DEPARTMENT  
PCS TOWER & SITE WORK – TELEPHONE DEPARTMENT  
SELF-CONTAINED FLUID EXCAVATION UNIT – TELEPHONE DEPARTMENT

Motion was made by Pitts, seconded by Harvey that authorization be given to advertise for bids for the Relining Manholes Project, PCS Tower & Site Work and Self Contained Fluid Excavation Unit. All members present voted in favor of the motion.

#### EXECUTIVE SESSION

Motion was made by Harvey, seconded by Hansen 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:

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Tim Harvey, Secretary

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Dave Peterson, Vice President