

The regular meeting of the Municipal Utilities Board was held at 1:00 p.m. on Monday, September 14, 2015, at the Utility Building with the following members present: Carruthers, Hansen, Harvey, Pitts and President Peterson.

### MINUTES

Minutes of the regular meeting held August 10, 2015 and the special meeting held August 24, 2015 were read and approved.

### ADOPTION OF AGENDA

The agenda was adopted.

### EXECUTIVE SESSION

Motion was made by Harvey, seconded by Hansen to adjourn to an executive session for the purpose of discussing contractual matters. All members present voted in favor of the motion.

The Board reconvened in open session.

### PRESENTATION BY AL HEUTON – BEDC

Al Heuton informed the Board about current and proposed Brookings Economic Development Corporation efforts.

### APPROVAL OF BILLS AND CLAIMS

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

4Nu-Praxair Dist, Supplies, \$11.16; A T & T, Settlement, \$1,153.49; A T & T, Cust. Toll Free Number, \$52.87; Advanced Engineering & Environmental Service, Engineering Consulting, \$2,607.18; Advanced Media Tech, Supp, \$276.25; Advanced Media Tech, Unreg Inventory, \$433.70; A-I Computers Solutions-Bkgs, Supp, \$99.99; Airwatch, Licenses, \$550.00; Allegra, Printing Supp, \$733.15; Anixter, Supp, \$3,157.00; A-Ox Welding Supply, Helium Cylinder Rent, \$78.86; Approved Networks Inc, Supp, \$3,697.20; Aramark, Supp, \$1,014.03; Authorize.Net, Credit Card Processing Fee, \$117.00; Automatic Building Controls, Annual Fire Alarm System Testing, \$672.00; Avera Medical Clinic, Conserve/Demand Incentive, \$36.00;

Ball, Michelle, Janitorial Service, \$200.00; Barhite, Brooke, Travel, \$62.68; Bekins Fire & Safety, Fire Extinguisher Maint, \$74.95; Bendix, Copier Maint, \$4,514.39; Best Western Ramkota, Lodging, \$85.00; Blase Welding & Machine, Supp, \$323.76; Blashack, Joe, Conserve/Demand Incentive, \$525.00; Blooston & Mordkofsky, Legal Service, \$11,763.75; Bluefin Payment Systems, Credit Card Processing Fee, \$5,149.73; Border States Elec, Supp, \$4,839.14; Border States Elec, Unreg Inv, \$14,230.10; Bridle Estates, Sewer Charge Reim, \$1,697.50; Brookings Auto Mall, Vehicle Maint, \$48.95; Brookings City Finance, Manhole Asphalt Repairs, \$125.35; Brookings City Finance, Property Ins, \$37.00; Brookings County Sheriff, Sheriff's Fee, \$28.44; Brookings County Treas, Commercial Plates, \$4,774.10; Brookings Utilities, Office Utility Bill, \$53,641.48; Brookings Radio, Advertising, \$3,255.00; Brookings Register, Advertising/Legals, \$20.00; Brown Clinic, Drug Screening, \$79.00; Bruns, Brooke, Travel, \$10.35; BSG Clearing Solutions, Settlement, \$231.02; Buchloh, Norvo, Consulting Service, \$3,315.60; Buhl's Cleaners, Rugs, \$157.10; Byrne, Holly, Conserve/Demand Incentive, \$50.00; Calix, FTTH Inventory, \$33,000.00; Calix, Supp, \$3,763.73; Cambern, Russell, Conserve/Demand Incentive, \$25.00; Campbell Supply, Supp, \$22.49; Carquest Auto, Equip Maint, \$301.48; CDW Government, Supp, \$224.00; Central Business, Supp, \$1,784.84; Century Business Products, Copier Maint, \$182.75; Century Link, Tele Exp, \$498.91; Cerilliant, Supp, \$73.30; City of Brookings, Contract Fee, \$6,095.07; City of Beresford, Utility Bill, \$205.03; City of Brookings, Landfill Fee, \$415.30; City of Sgt Bluff, Utility Bill, \$181.96; City of Vermillion, Utility Bill, \$372.10; Claritus, Postage Supp, \$408.46; Clay Union Electric, Utility Bill, \$200.16; Codington Clark Elec, Utility Bill, \$59.65; Collins, Kevin, Travel, \$819.38; Comfort Heating & Cooling, Conserve/Demand Incentive, \$100.00; Cornerstone Group, E-Mail Newsletter, \$169.00; Courtesy Plbg & Htg, Repair/Supp, \$71.35; Crescent Electric, Supp, \$141.80; CSSA, Unreg Inv, \$7,729.06; Culligan of Brookings, Bottled Water, \$64.00; Culligan of Watertown, Bottled Water, \$32.75; Dakota Supply Group, Supp, \$4,581.14; Dale's Alignment, Vehicle Maint, \$315.90; Dascom Systems Group, Supp, \$312.07; Dave's Window Cleaning, Window Service, \$76.00; Dawkins, Teresa, Conserve/Demand Incentive, \$45.00; Days Inn, Lodging, \$68.99; DePauw, Sean, Travel, \$71.30; Dept of the Treasury, Fed Tax, \$6,308.35; Dex Media East, Advertising, \$65.00; DHE, LLC, Maint Fee, \$2,200.00; Directory Resources, Annual Software Support, \$5,000.00; Directory Resources, Software Maint, \$1,550.00; Don's Body Shop, Maint, \$75.00; Drexler, Brian, Car Rental/Parking Fee, \$138.91; Dueco, Bucket Truck, \$113,424.00; Eco Water Systems, Bottled Water, \$106.35; Eide Bailly, Audit Fee, \$750.00; Einspahr Auto Plaza, Vehicle Maint, \$149.22; Ekern, Jeff, Travel, \$27.60; Elite Electric, Electrical Work, \$97.57; Engineering America, Inspections, \$945.00; Environmental Toxicity Control, Water Analysis, \$1,050.00; Ericsson Inc, Licenses, \$6,400.00; Ericsson Inc, Software/Hardware Maint, \$8,735.00; Ethanol Products, Chemicals, \$2,634.24; Express Communications, Settlement, \$8,999.87; Express Services, Temp Help, \$486.25; Farmers Coop, Supp, \$40.80; Farmers Implement, Equip Maint, \$5.08; Fastenal, Supp, \$568.86; Fed Ex, Freight, \$413.10; Fibercomm, Broadband Service, \$6,310.71; First Bank & Trust, Bond Pymt Series 2011, \$36,478.75; First Bank & Trust, Deposit Books, \$74.13; Fisher Scientific, Lab Supp, \$658.79; Foerster Supply, Supp, \$1,099.15; Fox Sports Net North, Contract Fee, \$5,688.77; Freeman, Harvey, Travel, \$13.80; FRRPA, FRRPA Lease, \$12,957.00; General Traffic Controls, Supp, \$94.30; Golden West Tech, Tech Support, \$6,206.46; Golden West Telecom, Tele Exp, \$40.80; Goldfield Telecom, Supp, \$1,218.56; Goldfield Telecom, Support Renewal, \$3,384.02; Goodfellow, Barb, Travel, \$46.00; GP Auto, Repairs, \$415.34; Grainger, Supp, \$120.00; Grand & Benedicts, Store Fixtures, \$147.42; Graybar Electric, Supp, \$14,354.39;

Gridor Const, WWTP Upgrade, \$207,685.66; Hansen, Seth, Conserve/Demand Incentive, \$45.00; Hansen, Tyler, Travel, \$491.86; Hawkins Inc, Chemicals, \$1,662.50; HD Supply Waterworks Ltd, Supp, \$469.90; Henderschiedt, Dale, Travel, \$1,077.30; Henkin Schultz Comm Arts, Advertising, \$35,668.39; Herr, Debra, Travel, \$41.40; Hibu Inc-West, Advertising, \$389.52; Hillyard/Sx Falls, Repair/Supp, \$234.63; Homestead Do It Center, Supp, \$174.30; Hometown Service, Repair/Supp, \$16.98; Hulscher, Jerry, Travel, \$815.75; Ibengabriel, Cliff, Travel, \$9.20; Illustratus, Supp, \$201.06; Independent Communication, Contract Fee, \$1,048.10; Industrial Machine & Eng., Repairs/Supp, \$90.00; Intek, Building Maint, \$555.00; Interstate Telecom, Directory Listings, \$463.80; Interstate Telecom, Tele Exp, \$1,476.33; Iowa Network Services, Wireless Transport, \$1,107.00; JCL Solutions, Supp, \$154.32; Jensen, Tyler, Travel, \$248.98; Job Dig, Employment Advertising, \$526.00; Johme, Ashley, Travel, \$224.25; Johnstone Supply, Supp, \$698.00; Jones Pest Control, Pest Control, \$45.00; Julius, Laura, Travel, \$73.20; Kabris, Curt, Meals/Gas, \$112.81; Karpen, Nick, Travel, \$239.20; KDLT TV, Contract Fee, \$2,062.75; KELO, Contract Fee, \$2,564.50; Knettel, Trever, Travel, \$402.50; Kranz, Art, Conserve/Demand Incentive, \$425.00; Krogman, Katie, Travel, \$66.13; Larson, Renee, Travel, \$4.60; LECA, Settlement, \$4,568.00; Lewis Drug, Supp, \$8.80; Lowe's, Supp, \$541.22; M & T Fire & Safety, Supp, \$112.50; Martian, Matthew, Travel, \$9.78; Martin's Inc, Diesel/Oil, \$3,564.16; Master Blaster, Maint/Supp, \$253.85; Matheson Tri-Gas, Supp, \$301.52; Mathison Co, Service Contract Fee, \$37.23; Maximum Promotions, Flags/Repair, \$348.00; McGrath North Mullin & Kratz, Legal Service, \$812.00; Mediacom, Broadband Service, \$89.95; Medinger, Amanda, Travel, \$46.58; Menards-Sx City, Supp, \$56.10; Menards-Sx Falls West, Supp, \$41.04; Merchant Transact, Credit Card Processing Fee, \$477.66; Meusburger, Jason, Travel, \$177.68; Meyer, Steve, Meals/Gas, \$126.33; Midamerican Energy, Utility Bill, \$1,436.04; Midcontinent, Broadband Service, \$287.48; Midcontinent, Contract Fee, \$228.60; Midstates Flooring, Supp, \$124.60; Midwest Alarm-Sx City, Training, \$60.00; Milbank Winwater Works, Supp, \$2,668.52; Mileham, Taylor, Scholarship, \$500.00; Missouri River, Supplemental Power, \$1,481,356.40; Missouri River, Wapa Allocation, \$301,345.60; Missouri River Energy Services, Registration, \$75.00; Modern Enterprise Solutions, FTTH Inventory, \$913.13; MVTL Labs, Wastewater Analysis, \$1,594.00; Napa, Supp, \$57.32; Newark Element14, Supp, \$29.79; Nielson, Brandi, Travel, \$27.60; Niklason Masonary, Concrete/Supp, \$9,825.00; North West Rec, Utility Bill, \$45.72; Northwestern Energy, Natural Gas, \$52.80; Novak Sanitary Service, Shredding, \$299.46; Obeslo, Kayla, Travel, \$9.20; Office Elements, Maint/Supp, \$852.47; Olson, Justin, Travel, \$305.90; Olson, Matthew, Scholarship, \$500.00; One Source-Background Check Co, Employee Verification, \$115.50; Opis Energy Group, Publication, \$312.00; Otter Tail, Utility Bill, \$160.33; Outlaw Graphics, Supp, \$188.80; Patrick, Dan, Travel, \$23.58; Pete Lien & Sons, Chemicals, \$11,238.13; Peterson AC & Heating, Repairs/Supp, \$852.98; Pizza Ranch, Employee Recognition, \$96.66; Power Product Services, Equipment, \$6,419.54; Prairie Graphics, Supp/Uniforms, \$507.00; Pro Build, Supp, \$38.75; Prussman Contracting, Asphalt Patching, \$1,262.25; Prussman Contracting, Water Line Repair, \$3,516.35; Rental Depot, Equip Rental, \$74.85; Resmen, Kaylene, Travel, \$28.41; Runnings, Supp, \$998.67; Schoon's Pump N' Pak, Car Wash, \$6.00; Schoon's Pump N' Pak, Ice, \$29.88; Schoon's Pump N' Pak, Gas, \$5,516.21; Schulte, Dan, Travel, \$4.60; Schuneman Equipment, Equip Maint, \$321.94; SD Dept of Health Lab, Testing W-Ww Samples, \$599.00; SD Dept of Public Safety, Inspection, \$120.00; SD Municipal League, Registration, \$65.00; SD Treasurer, Sales/Excise Tax, \$234,772.39; SDN Communications, Equipment, \$4,216.00; Sebring, Laurie, Training Publication, \$355.10; Servall Towel & Linen, Supp, \$215.10; Servicemaster, Janitorial

Service, \$260.00; Sherwin-Williams, Supp, \$356.56; Sx Falls Shopping News, Employment Advertising, \$300.00; Sx Falls Utilities, Utility Bill, \$29.72; Sx Valley Energy, Dispatching Service, \$660.00; Sx Valley Energy, Utility Bill, \$1,586.44; Sx Valley Environmental, Chemicals, \$348.00; Skarshaug Testing Lab, Testing Service, \$89.87; Smith, Jacob, Conserve/Demand Incentive, \$30.00; SD Newspaper Assoc, Employment Advertising, \$2,843.60; Southeastern Electric, Utility Bill, \$943.43; Spee-Dee Delivery, Freight, \$16.97; Sprint, Tele Exp, \$44.62; Sprint, PCS Service Fee, \$344,840.29; Sprint, PCS Phone Service, \$3,639.91; Sprint, PCS Inventory, \$173,040.25; Stan Houston Equipment, Supp, \$77.90; Staples, Supp, \$48.50; State of Iowa-Treasurer, Sales Tax, \$5,243.00; Stoltenburg, Audie, Travel, \$282.33; Stripes By Todd, Asphalt Patching, \$280.00; Stuart C. Irby, Supp, \$1,413.73; Sturdevant Auto, Supp, \$102.27; Swiftel Center, Extravaganza Supp, \$603.00; Swiftel Communications, Office Phone Bill, \$90,614.52; Syrstad Oil, Vehicle Maint, \$43.40; Tessier's, Repairs, \$1,162.95; UPS Store, Freight, \$1,157.37; Thompson, Mark, Travel, \$73.20; Tim's Cutting Edge, Equip/Maint, \$19.50; Top Notch Cleaning Service, Janitorial Service, \$1,845.00; Total Eyewear, Safety Glasses, \$95.00; Tott's Conoco, Gas, \$308.20; Tower Distribution, Contract Fee, \$280.27; Town & Country Shopper, Advertising, \$226.00; Turfguard Lawn Service, Lawn Care, \$1,482.50; Union County Elec, Utility Bill, \$250.80; UPS, Freight, \$591.05; Universal Service Adm., USAC Contribution, \$67,473.97; University Estates, Water Charge Reim, \$3,510.00; US Postmaster-Bkgs, Annual Permit Fee, \$800.00; VanDyke Software, Software, \$1,840.00; Vantage Point, Engineering Consulting, \$23,148.65; Vermeer High Plains, Equip Maint, \$373.01; Water & Environmental Engineering Center, Analysis, \$1,560.00; Watertown Utilities, Utility Bill, \$950.35; Wellmark Blue Cross Blue Shield of SD, Benefit Plan Fee, \$244.40; Wesco, Supp, \$525.46; Workin.Com, Employment Advertising, \$229.30; Wright, Richard, Travel, \$36.80; WW Tire, Equip Maint, \$86.42; Xcel Energy/Nsp, Utility Bill, \$2,196.83; Xerox, Copier Maint, \$284.03; Young Broadcasting, Employment Advertising, \$309.00; Young Door Service, Labor/Repair, \$615.00.

The following are Telephone/Utility Refunds:

Abrahamson, Kaitlyn, \$26.04; Aldana Gonzalez, Octavio & Crystal, \$33.32; Anderson, Jaron, \$157.79; Beaudoin, Daniel, \$3.26; Beckman, Steve, \$16.87; Bender, Jay, \$42.74; Bilbo, Dominique, \$44.91; Black, Jay, \$109.17; Briddick, Chris, \$4.04; Brookings Built Green, \$63.16; Brookings QA Office, \$4.65; Bruinsma, Carole, \$21.17; Buys, Michael, \$31.03; CD Properties, \$37.75; Clayson, Shirley, \$81.24; Dominiack, Scott, \$114.73; Eastman, Cody, \$29.73; Fusion Developers, \$59.41; Fusion Developers, \$201.07; Gamestop GSS6926, \$34.33; Gliarmis, Apostolos, \$170.00; Goebel, Carrie, \$41.96; Greenwood, Harmen, \$21.05; Guan, Xiangming, \$23.79; Halseth, Donna, \$59.62; Hoppe, Roseann, \$20.88; Innovation Village, \$62.28; Innovation Village, \$71.42; King, Aaron, \$59.54; Linehan, Michael, \$26.92; LNJ Snow Removal & Market, \$179.07; Lowe, Rebecca, \$230.85; McClemans, Mike, \$49.61; McMartin, Laura, \$19.05; Mendelsohn, Susan, \$29.51; Oka, Kendric, \$7.04; Packer, Hannah, \$2.10; Schulte, Britney, \$156.33; Shultz, Tim, \$72.51; Sioux Falls Regional Airport, \$218.00; Skovland, Gerald, \$30.98; Sun, Wei, \$19.43; Tantype, Zonya, \$123.78; Theodosopoulos, Trifon, \$121.02; Velgerskyk, Emily, \$79.91; Vik, Megan, \$158.95; Weideman, Megan, \$32.09; Weise, Wanda, \$3.49; Wilde, Isaac, \$84.48; Wiskur, Theresa, \$68.60; Yata, Franck, \$14.71.

PERSONNEL INFORMATION

Department Salaries (August): Electric, \$199,719.43; Water, \$90,914.57; Wastewater, \$90,009.94; Telephone, \$475,219.11;

Retirement, \$47,476.23; Social Security, \$62,092.20; Insurance, \$79,823.25; Deferred Comp, \$12,445.82;

Salary Changes: K. Jonker, \$9.79\*; M. Wells, \$2,962.02\*; A. Stoltenburg, \$5,002.91\*; M. Kuechenmeister, \$31.86; C. Haakinson, \$27.61;

New Employees: K. Resmen, \$9.22\*; K. Peterson, \$13.05; D. Thompson, \$9.22\*; T. Delaney, \$14.21.

\*Plus commission

CHANGE ORDER NO. 9 TO PROJECT A – BMU WWTF UPGRADE

Motion was made by Pitts, seconded by Hansen to approve Change Order No. 9 for various modifications to the Wastewater Treatment Facility Upgrade – Project A. All members present voted in favor of the motion. DelRon Peters from HDR Engineering was present to give an update of the Wastewater Treatment Facility Project.

2016 CAPITAL IMPROVEMENT PROGRAM

Motion was made by Hansen that the following Resolution No. 21-15 be approved.

RESOLUTION NO. 21 - 15

RESOLUTION APPROVING  
2016 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 September 14, 2015, now on file in the office of the Executive Vice President/General Manager is hereby approved.

Adopted this 14<sup>th</sup> day of September, 2015.

ATTEST:

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Carol Pitts, Secretary

\_\_\_\_\_  
Dave Peterson, President

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

#### SET DATE FOR PUBLIC HEARING ON 2016 BUDGET AND RATES

Motion was made by Pitts, seconded by Hansen that a public hearing be held on the 2016 budget and utility rates at the Board Meeting to be held on Monday, October 12, 2015, at 1:00 p.m. All members present voted in favor of the motion.

#### DISCUSSION OF PROPOSED HEALTH INSURANCE PLAN DESIGN CHANGES

Laura Julius reported on the staff's efforts to review possible health insurance plan design changes. An insurance committee of employees was formed to assist in reviewing this process. They looked at financial impacts, ACA compliance issues and alternatives to plan design. No action was taken.

#### FINAL PAYMENT – 115 KV LAMINATED POLES & SWITCH PROJECT

Motion was made by Pitts that the following Resolution No. 22-15 be approved.

#### RESOLUTION NO. 22 - 15

#### RESOLUTION APPROVING WORK AND AUTHORIZING FINAL PAYMENT FOR THE 115 KV LAMINATED POLE & SWITCH PROJECT

BE IT RESOLVED by the Brookings Municipal Utilities Board that final payment in the amount of \$81,567.36 to Karian Peterson Powerline Contracting, LLC hereby be approved for the 115 KV Laminated Pole & Switch Project.

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

Adopted this 14<sup>th</sup> day of September, 2015.

ATTEST:

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Carol Pitts, Secretary

\_\_\_\_\_  
Dave Peterson, President

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

APPROVAL OF LONG TERM DE FACTO SPECTRUM LEASING AGREEMENT

Motion was made by Harvey that the following Resolution No. 23-15 be approved.

RESOLUTION NO. 23 - 15

RESOLUTION APPROVING LONG TERM DE FACTO  
SPECTRUM LEASING AGREEMENT

BE IT RESOLVED by the Brookings Municipal Utilities Board (the Board) that:

1. The G Block Agreement entitled "Long Term De Facto Spectrum Leasing Agreement" with Nextel West Corporation, an indirect subsidiary of Sprint Corporation, be hereby approved.
2. The President of the Board and/or Executive Vice President/General Manager be hereby authorized to execute the approved contract documents.

Adopted this 14<sup>th</sup> day of September, 2015.

ATTEST:

\_\_\_\_\_  
Carol Pitts, Secretary

\_\_\_\_\_  
Dave Peterson, President

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

APPLICATION FOR EXTENSION OF WATER/SEWER MAINS AND CONNECTION INTO  
THE CITY WATER/SEWER SYSTEM-PRAIRIE HILLS ADDITION.

Motion was made by Hansen, seconded by Harvey that the application for extension of water and sewer mains and connection into the city water and sewer system in the Prairie Hills

Addition requested by Jacob Mills be approved. All members present voted in favor of the motion.

APPLICATION FOR EXTENSION OF WATER/SEWER MAINS AND CONNECTION INTO THE CITY WATER/SEWER SYSTEM–TIMBERLINE ADDITION.

Motion was made by Hansen, seconded by Harvey that the application for extension of water and sewer mains and connection into the city water and sewer system in the Timberline Addition requested by Paul Moriarty be approved. 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 September 3, 2015, and presented at this time for consideration and action.

CENTRAL OFFICE POWER DISTRIBUTION EXPANSION

	<u>Base Bid plus Options 1-4</u>
Power Products Services (PPS)	\$81,702.00
Action Battery	\$72,574.04

Motion was made by Pitts, seconded by Hansen that the base bid plus Options 1-4 in the amount of \$72,574.04 from Action Battery for the Central Office Power Distribution Expansion be approved; and that, after reviewing the contract for the above bid, 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.

The following bids were opened and publicly read at 1:30 p.m. on September 10, 2015, and presented at this time for consideration and action.

ALUMINUM STREET LIGHT POLES

	<u>Base Bid</u>
Border States	\$36,200.00
Graybar	\$50,960.00
Irby	\$37,356.00
Resco	\$36,776.00
WESCO	\$37,280.00

Motion was made by Harvey, seconded by Hansen that the low bid from Border States in the amount of \$36,200.00, for the Aluminum Street Light Poles be approved; and that, after reviewing the contract for the above bid, 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 Peterson, seconded by Hansen to adjourn to an executive session for the purpose of discussing competitive service offerings, pending litigation, personnel and contractual matters. All members present voted in favor of the motion.

The Board reconvened in open session.

Motion was made by Hansen, seconded by Peterson that the following salary changes be made. All members present voted in favor of the motion.

### I. Cost of Living Adjustments:

Increase the base pay of positions on the following wage structures and the salary of the following positions by 3% effective October 1, 2015:

Management Wage Structure  
Watertown Marketing Wage Structure (non-exempt employees)  
Sioux Falls Marketing Wage Structure (non-exempt employees)  
Sioux City Marketing Wage Structure (non-exempt employees)  
Brookings Retail Marketing Wage Structure (non-exempt employees)  
Utility Operations Manager  
Network & Technical Operations Manager  
Finance & Accounting Manager  
Swiftel General Manager  
Executive Vice President/General Manager

Increase the base pay of positions on the following wage structures by 3 % effective January 1, 2016:

Brookings Retail Marketing Wage Structure (exempt employees)  
Brookings Wireline Marketing Wage Structure (exempt employees)  
Watertown Marketing Wage Structure (exempt employees)  
Sioux Falls Marketing Wage Structure (exempt employees)  
Sioux City Marketing Wage Structure (exempt employees)

### II. Increase the following wages of the following positions by 3% effective October 1, 2015:

Finance & Accounting Manager  
Network & Technical Operations Manager  
Water/Wastewater Plant & Engineering Supervisor

- III. Increase the following wages of the following positions by 3% effective January 1, 2016:

Account Executive B2B – Sioux Falls

ADJOURNMENT

The meeting adjourned.

ATTEST:

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Carol Pitts, Secretary

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Dave Peterson, President