

MINUTES OF MUNICIPAL UTILITIES BOARD MEETING

Monday, January 29th, 2024

The Municipal Utilities Board convened in regular session at the Watertown Municipal Utilities Board Room 901 Fourth Avenue SW Watertown SD on Thursday, January 29, 2024, at 12:00 p.m. with Vice-President Mike Luken presiding.

Board members present: Chris Carter (via teams), Mike Luken, Dan Brenden (via teams), Rich Thomas and Charlie Larkin. Board Liaison, member of City Council, Mike Danforth. Staff members present: Steve Lehner, Adam Karst, Bert Magstadt, Wayne Lovelis, Brian Benson, Mark Meier, Kevin Krüter, Dan LeVasseur, Sheila Mennenga, Gina Brown, Lisa Pahl and Attorney Vince Foley. Guest Troy Hieb of William Neale and Co. PC.

ITEM 7971

Motion by Thomas with second by Larkin to approve the agenda. Motion carried.

ITEM 7972

Motion by Larkin with second by Thomas to approve the consent agenda, which gives the General Manager authorization to sign annual contracts. Motion carried.

CONTRACTS SIGNED ANNUALLY BY GENERAL MANAGER

- a) First District Association of Local Governments
- b) Lawn Care Services
- c) Monitor Contract for Fire Alarm System
- d) Fire Protection System Inspection
- e) Authorization for Staff to Open Bids
- f) SCADA Maintenance Agreement
- g) MMUA Safety Management Program
- h) Change Orders up to \$5,000 for Construction Projects and Equipment during 2024
- i) Water Main Installation Agreements by Developer
- j) Private Water Main Agreements
- k) Midcontinent Communications Agreement
- l) Northstar Cognos Reporting
- m) MARCO for M-files Document Management
- n) Wellfield and Water Plant Agreement for Generator Maintenance
- o) Water Tower Attachment Agreements
- p) Energy Worldnet Service Agreements

ITEM 7973

Motion by Carter with second by Larkin to approve minutes of Regular Board Meeting on December 28, 2023. Motion carried.

ITEM 7974

Public Comment - None

ITEM 7975

Presentation by Troy Hieb of William Neale & Co. P.C. for the 2022 audit. There were no audit findings related to Watertown Municipal Utilities to be included in the schedule of current audit findings and questioned costs. Motion by Thomas with second by Larkin to accept the 2022 audit. Motion carried.

ITEM 7976

Karst presented the 2023 Fixed Asset Report & Solid Waste Disposal Report according to Policy Section #49. This report included removal of 183 poles, removal of 6,800 feet of overhead wire, abandoned 400 feet of underground wire, retired 2,187 KVA of line transformers, retired 131 electric meters, removed 8 streetlights, removed/replaced 1 operations roof replacement, traded 1 2011 Ford Econoline Van, retired 298 water meters, abandoned 2,165 feet of water main, retired 10 service connections, removed/replaced 11 hydrants, abandoned 2,151 feet of gas services, retired 64 gas meters, abandoned 1,296 feet of gas mains, removed 1 refurbished EEI Sonic 6 prover, removed/replaced 1 operations roof replacement, removed 2 SCADA Systems and removed 990 ton lime sludge.

ITEM 7977

This being the time and place set for consideration of bids, the following were presented. Bids for Wire, Transformer, Commercial LED Light Fixtures and Residential LED Light Fixtures. These bids were opened Thursday, January 25, 2024, at 1:30 PM by the Watertown Municipal Utilities Staff as authorized by the Board.

Wire: Six bids were received and upon review and recommendation by Magstadt, motion by Thomas with second by Larkin to award bid to low valid bidders Items 1,2 and 3 to WESCO, Sioux City, IA for \$557,820 and Item 4 to Dakota Supply Group, Sioux Falls, SD for \$28,500. Motion carried.

Transformer: Two bids were received and upon review and recommendation by Magstadt, motion by Larkin with second by Thomas to award bid to low valid bidder with a contingency that the Watertown Municipal Utilities receives a check from Glacial Lakes Energy by Friday, February 2, 2024. Dakota Supply Group, Sioux Falls, SD for \$82,033.75. Motion carried.

Commercial LED Light Fixtures: Five bids were received and upon review and recommendation by Magstadt, motion by Thomas with second by Larkin to award bid to low valid bidder WESCO, Sioux City, IA for \$27,720. Motion carried.

Residential LED Light Fixtures: Five bids were received and upon review and recommendation by Magstadt, motion by Carter with second by Larkin to award bid to low valid bidder WESCO, Sioux City, IA for \$31,680.00. Motion carried.

Motion by Thomas with second by Larken to authorize General Manger to return checks to unsuccessful bidders. Motion carried.

ITEM 7978

Open: a) Lehner presented Bill Stuffers a)Kindergarten Roundup/Preschool Screening and b)Bright Energy Solutions - Rebates. Lehner gave an invite to the staff and Board to the Bisco luncheon on March 12 at Lake Area College. Lehner also invited the Board to the following conferences a) AWWA Conference June 11-14 in Anaheim, California b) APPA Conference June 7-12 in San Diego, California c) APGA Conference July 28-31, Traverse City, MI.

ITEM 7979

Magstadt presented the Report on Operations and Projects. Electric, Projects Completed this Month: Had 2 outages for January for a total of 2 unscheduled power outages in 2024, 99% of the SCADA master upgrade has been completed by ACS. Gas Department, Projects Completed this Month: Maintenance, OQ training, and turned up line heater at TBS-1 for Winter Storm Heather. Water Department, Projects Completed this Month:5 water main break for a total of 6 for the 2024 season, held a preconstruction meeting with Contractor doing all our upgrades at the Water Plant. Engineering Tech, Projects Completed this Month: Drawings finished for the cast iron main replacement projects, updating utility maps. Magstadt also gave an update from Winter Storm Heather and also gave 2023 annual stats for Electric, Gas, Water, and Engineering departments.

ITEM 7980

Karst presented the report on Administration and Financial Statements, Purchasing, Accounting and Facilities, Projects in Progress: Ordering, receiving and stocking material, researching the cost of 2 new boilers which we have had issues with. Upcoming Projects: Re-lamping the operations office lights with LED. Customer Service Projects Completed this Month: 14,759 Payments collected for a total of \$5,393,125 and 56,600 services billed for a total of \$5,337,560. Human Resources/Risk Management: Cole Brenden, Water Plant Operator, Class I moved to Apprentice Water Distribution & Maintenance, Step 2, Posted and hired for the Water Plant Operator position, pending a successful background check. Information Systems working on Cybersecurity, working on new Cyber

Security Controls, reviewing and assessing DSU audit, normal monthly IT maintenance and troubleshooting along with Website Stats and top 10 webpages visited.

Statements of Revenue and Expenses and Capital Additions were presented to the Board for review. Year to date net income is \$1,608,517 above budget for the twelve months ending December 31, 2023. Total Capital Additions are \$8,312,710 under budget for the twelve months ending December 31, 2023. Karst also went over 2023 sales review of all departments.

ITEM 7981

Motion made by Thomas with second by Larkin to approve the following verified salary claims and bills. Motion carried unanimously upon roll call vote. Total Watertown Municipal Utilities Net Payroll for January 2024 Plus ACH Payroll Payments \$680,781.37. Term: J. DeVille effective 11/22/2023, M. Waite effective 12/13/2023.

<u>Name</u>	<u>Payable Description</u>	<u>Payment Amount</u>
FEBURARY 1, 2024		
A&B BUSINESS, INC.	SUPPLIES	\$254.14
ABC EMBROIDERY	SERVICE	\$19.80
ADV. ENGINEERING AND ENVIRONMENTAL SERVICES, LLC	CAST IRON WATERMAIN REPLACEMENT	\$28,529.30
AFLAC	ACCIDENT	\$1,539.65
ALPS INC	SUPPLIES	\$509.90
AMARIL UNIFORM COMPANY	SAFETY CLOTHING	\$135.43
A-OX WELDING SUPPLY INC	5 YEAR CYLINDER LEASE	\$2,423.16
APPLICANT PRO	SERVICE	\$236.00
AUTO VALUE WATERTOWN	SUPPLIES	\$317.48
AUTOMATED WASTE SYSTEMS - SD, LLC	SUPPLIES	\$84.93
AUTOMATIC BUILDING CONTROLS	SUPPLIES	\$248.64
BELL LUMBER & POLE CO	WOOD POLES	\$42,064.00
BENDIX IMAGING INC	SUPPLIES	\$2,582.99
BISCO	2024 MEMBERSHIP	\$300.00
BORDER STATES ELECTRIC SUPPLY	SERVICE - POWERFLEX 700 AC DRIVE	\$23,534.21
BORNS GROUP	POSTAGE & MAILING	\$12,868.73
BUREAU OF ADMINISTRATION	STATE TELEPHONE NETWORK USAGE	\$155.61
CENTER FOR INTERNET SECURITY, INC.	SOFTWARE MAINTENANCE	\$4,500.00
CENTURY LINK	PHONE SERVICE	\$315.87
CHASE CARDMEMBER SERVICE	CREDIT CARD	\$3,450.29
CHILD SUPPORT PAYMENT CENTER	EMPLOYEE DEDUCTION: CHILD SUPPORT	\$750.00
CODINGTON-CLARK ELECTRIC COOPERATIVE INC	WELLFIELD ELECTRIC SERVICE	\$2,799.50
CONNECTING POINT	NAS STORAGE REPLACEMENT	\$9,296.40
CONSOLIDATED READY MIX	SUPPLIES	\$180.00
CONSULTING ENGINEERS GROUP INC	WTN UPTOWN 115KV T-LINE ALTERNATE SOURCE	\$4,000.00
CONTROL EQUIPMENT SALES, INC	2024 TDS SERVICE	\$7,480.00
CORE & MAIN LP	SUPPLIES	\$4,109.12
CREDIT COLLECTIONS BUREAU	COLLECTIONS	\$129.84
CRESCENT ELECTRIC SUPPLY CO	SUPPLIES	\$1,039.90
DAKOTA DATA SHRED	SHREDDING SERVICE	\$78.21
DEPARTMENT OF HEALTH	WATER SAMPLES	\$384.00
DOLLAR TREE, INC.	ENERGY INCENTIVE REBATE	\$1,000.00
DSG DAKOTA SUPPLY GROUP	SUPPLIES	\$37.28
DTN, LLC	SUBSCRIPTION	\$552.30
DUTTON-LAINSON COMPANY	WATER METERS & 500W ERTS AS PER BID	\$148,467.00
ENERGY ECONOMICS INC	SERVICE	\$137.50
ENERGY WORLDNET, INC	SERVICE & OP. QUALIFICATION LIBRARY 2024 -20247	\$11,929.50
ETHANOL PRODUCTS LLC	BULK CO2	\$669.42
FIDELITY SECURITY LIFE INSURANCE CO. (EYEMED)	VISION INSURANCE	\$157.50
FOLEY AND FOLEY LAW OFFICE, PC	DECEMBER LEGAL FEES	\$862.50
GANNETT MEDIA CORP	PUBLISHINGS	\$249.40
GANNETT MEDIA CORP	2024 SUBSCRIPTION	\$192.40
GANNETT MEDIA CORP	2024 SUBSCRIPTION	\$192.40
GLASS PRODUCTS INC	SUPPLIES	\$566.75
GRAF SIGN PRO OF WATERTOWN LLC	SUPPLIES	\$576.00
GRAINGER	SUPPLIES	\$137.34
HEATH CONSULTANTS INC	GAS LEAK SURVEY EQUIPMENT	\$16,188.20
HOMETOWN BUILDING CENTER	SUPPLIES	\$77.51
IBEW LOCAL 426	UNION DUES	\$4,302.00
INTER-LAKES COMMUNITY ACTION PARTNERSHIP	REFUND OF CREDIT ON ACCOUNT	\$7.48
INTERSTATE ALL BATTERY CENTER	SUPPLIES	\$106.60

J H LARSON COMPANY	SUPPLIES	\$3,607.09
JOHNSON CONTROLS INC	SERVICE - BOILER SYSTEM	\$5,403.33
KEROTEST MANUFACTURING CORP	KEROTEST 4" WELD END GATE VALVE	\$6,602.02
KRUITER, KEVIN	REIMBURSEMENT EXPENSE	\$123.72
LAKE AREA TECHNICAL COLLEGE	TRAINING EXPENSE	\$2,450.00
LEHNER, STEVE	REIMBURSEMENT EXPENSE	\$179.46
LINDE GAS & EQUIPMENT INC.	CYLINDER RENTAL	\$222.90
LOCATORS & SUPPLIES INC	SUPPLIES	\$690.98
LOVELIS, WAYNE	REIMBURSEMENT EXPENSE	\$211.74
LUKEN, MIKE	REIMBURSEMENT EXPENSE	\$38.18
LUNDE, JOHN	REIMBURSEMENT EXPENSE	\$131.15
MACKSTEEL WAREHOUSE INC	SUPPLIES	\$707.13
MAC'S HARDWARE	SUPPLIES	\$772.34
MAGSTADT, BERT	RIMBURSEMENT EXPENSE	\$104.15
MATHESON TRI-GAS INC	SUPPLIES	\$224.48
MCKEEVER INC	SUPPLIES	\$280.00
MENARDS INC	SUPPLIES	\$1,776.50
MENNENGA, SHEILA	REIMBURSEMENT EXPENSE	\$1,744.00
MESA PRODUCTS INC	SUPPLIES	\$2,374.72
MET LIFE	LIFE INSURANCE	\$1,691.24
MIDCONTINENT COMMUNICATIONS	INTERNET & CABLE SERVICE	\$183.39
MIDWEST AUTOMOTIVE INC	SUPPLIES	\$888.00
MINNESOTA MUNICIPAL UTILITIES ASSN	SAFETY PROGRAM	\$9,192.50
MISSOURI RIVER ENERGY SERVICES	SERVICE	\$831.88
MUNICIPAL UTILITIES - PC	REPLENISH PETTY CASH	\$1,032.26
MUNICIPAL UTILITIES-NSF CHECK ACCO	REIMBURSE NSF FUND	\$2,539.46
MUNICIPAL UTILITIES-REFUND ACCT	REFUNDS OF CREDITS ON ACCOUNTS	\$5,329.87
NAPA CENTRAL	SUPPLIES	\$819.21
OFFICE PEEPS	SUPPLIES	\$5,198.31
PARA UX LLC	SERVICE	\$100.00
PAYMENTUS GROUP INC.	SERVICE	\$19.90
PETE LIEN & SONS	BULK LIME	\$19,939.50
PRINCIPAL FINANCIAL GROUP	DENTAL INSURANCE	\$1,309.90
RELIABANK DAKOTA	FLEX MED	\$6,540.22
RESCO	SUPPLIES	\$1,040.22
REVOLT ELECTRICAL SERVICES INC.	SERVICE - UPTOWN AND WEST SUBSTATIONS	\$4,506.00
REYNOLDS CONSTRUCTION, LLC	REFUND OF CREDIT ON ACCOUNT	\$86.00
RODENBURG LAW FIRM	EMPLOYEE DEDUCTION	\$150.00
RON'S SAW SALES	SERVICE	\$599.57
RUNNING'S SUPPLY INC	SUPPLIES	\$1,233.01
SCHWEITZER ENGINEERING LABORATORIES, INC.	REAL TIME AUTOMATION CONTROLLER	\$10,850.07
SD GOVERNMENTAL HUMAN RESOURCE ASSOCIATION	2024 MEMBERSHIP DUES	\$25.00
SD ONE CALL	LOCATES	\$61.95
SENSIT TECHNOLOGIES LLC	SERVICE	\$213.58
SERVICEMASTER OF WATERTOWN	JANITORIAL SERVICE	\$4,270.00
SIOUX VALLEY CO-OP	FUEL, SUPPLIES	\$6,751.13
STAR LAUNDRY	SERVICE	\$560.72
STATE UNIVERSITY OF IOWA	SERVICE	\$1,480.00
STUART C IRBY CO	SUPPLIES	\$1,154.54
T & M AUTOBODY INC	SUPPLIES	\$268.30
TECHNOLOGY FOR ENERGY CORPORATION	HIGH VOLTAGE AMP LITEWIRE PROBE	\$7,949.66
TEREX GLOBAL GMBH	SUPPLIES	\$216.40
TEREX USA, LLC	SERVICE - UNIT 27	\$5,572.06
TOSHIBA FINANCIAL SERVICES	COPIER LEASE	\$389.87
TRAV'S OUTFITTER	SAFETY CLOTHING	\$1,139.99
TWO WAY SOLUTIONS, INC.	SUPPLIES	\$47.97
USA BLUEBOOK	SUPPLIES	\$3,270.09
VERMEER HIGH PLAINS	SUPPLIES	\$4,475.34
WATERTOWN DEVELOPMENT COMPANY	INDUSTRIAL DEVELOPMENT EXPENSE	\$8,690.00
WATERTOWN FORD CHRYSLER	SUPPLIES	\$85.00
WATERTOWN UNITED WAY	United Way	\$225.00
WESCO DISTRIBUTION INC	SUPPLIES	\$3,405.94
WHEELCO	SUPPLIES	\$669.13
WILTECH INC	SERVICE	\$2,250.00
WW TIRE SERVICE INC	SUPPLIES	\$1,572.00
	TOTAL	\$497,194.25

Total January 2024 \$497,194.25; Transfer to City's General Fund \$120,500.00, Muni Utilities Electric Water Gas \$53,273.19; Missouri River Energy Services Power \$1,866,942.55; BP Canada Energy Marketing Natural Gas \$204,473.40; Dept. of Revenue Sales/Excise Tax \$242,940.06; CPEP #3 Natural Gas \$119,737.50, CPEP #4 Natural Gas \$76,682.84, CPEP #5 Natural Gas \$202,363.66,

CPEP #3 Hedge 113,248.43, CPEP #4 32,014.88, Sequent Energy Mgmt. Natural Gas \$46,515.75. City Finance Office Garbage/Sewer \$602,066.36.

ITEM 7982

Motion by Larkin with second by Thomas to adjourn. Motion carried.

The Watertown Municipal Utilities does not discriminate in employment opportunities or provision of services on-the basis of race, color, religion, sex, national origin, age, disability, or any other characteristic protected by law.

Dated at Watertown, South Dakota this 29th, day of January, 2024.

ATTEST: _____

Lisa Pahl
Board Secretary
Municipal Utilities Board

Christine Carter
Board President
Municipal Utilities Department

MINUTES OF MUNICIPAL UTILITIES BOARD MEETING
Monday, February 26th, 2024

The Municipal Utilities Board convened in regular session at the Watertown Municipal Utilities Board Room 901 Fourth Avenue SW Watertown SD on Monday, February 26, 2024, at 12:00 p.m. with President Chris Carter presiding.

Board members present: Chris Carter, Mike Luken, Rich Thomas and Charlie Larkin. Board Member Dan Brenden absent. Board Liaison, member of City Council, Mike Danforth. Staff members present: Steve Lehner, Adam Karst, Wayne Lovelis, John Lunde, Brian Benson, Mark Meier, Kevin Krutter, Dan LeVasseur, Sheila Mennenga, Gina Brown, Lisa Pahl and Attorney Vince Foley. Media Roger Whittle from KXLG Radio.

ITEM 7983

Motion by Thomas with second by Luken to approve the agenda. Motion carried.

ITEM 7984

Motion by Luken with second by Larkin to approve minutes of Regular Board Meeting on January 29, 2024. Motion carried.

ITEM 7985

Public Comment - None

ITEM 7986

Motion by Larkin with second by Thomas to give authorization for the General Manager to sign Engineering/Cost estimates for Uptown Substation switching and insulator replacement with CEG. Motion carried.

ITEM 7987

Karst presented proposed changes to the General Policy, 1.1 Board Committees and 38.1 Credit Card, several adjustments to the Schedule of Fees, Employee Handbook Policy changes or verbiage under 105 Media Relations, 111 pregnant Workers Fairness Act, 301 Employee Benefits, 308 Dental Insurance, 309 Vision Insurance, 313 Weekly Disability Benefits, 505 Telephone, Cell Phone, Electronic and Wireless Communication Device usage and Reimbursement, 701 Employee Conduct and Progressive Discipline. Lehner presented the proposed changes to the Electric Department 10.3 and 11.4 Changes to all LED lighting. Water Department Policy changes or verbiage changes to 1.1, 3.2, 6.5, 8.3, 8.4, 9 and 15.2. To the Gas Department Policy changes or verbiage changes to 2.1, 2.8, 2.10 and the Natural Gas Transportation Service Request Form. The Board was asked to review these proposed policy changes and they will be presented for approval at the March Board meeting.

ITEM 7988

This being the time and place set for consideration of bids, the following were presented. Bids for Bill Processing and Mailing, Solar Salt, Quick Lime Chips These bids were opened on Thursday February 8, 2024, at 1:30 PM by the Watertown Municipal Utilities Staff. Installation of Wires, Transformers, Installation of Gas Mains,

and Wheel Loader. These bids were opened Thursday, February 22, 2024, at 1:30 PM by the Watertown Municipal Utilities Staff as authorized by the Board.

Bill Processing and Mailing: Two bids were received and upon review and recommendation by Karst, motion by Larkin with second by Thomas to award bid to low valid bidder Borns Group, Watertown, SD, for a two year contract in the amount of \$275,640.00. The bid from Smartbill, Hebron, OH was rejected for not meeting specs. Motion carried with Luken abstaining.

Solar Salt: One bid was received and upon review and recommendation by Lehner, motion by Thomas with second by Luken to award bid to low valid bidder Johnson Feed Inc., Canton, SD for \$250.00 per ton. Motion carried.

Quick Lime Chips: Three bids were received and upon review and recommendation by Lehner, motion by Larkin with second by Luken to award bid to low valid bidder Pete Lien and Sons, Rapid City, SD for \$213.20 per ton. Motion carried.

Installation of Wires: Two bids were received and upon review and recommendation by Lehner, motion by Thomas with second by Luken to award bid to low valid bidder Dakota Directional, Redfield, SD for \$981,174.00. Motion carried.

Transformers: Three bids were received and upon review and recommendation by Lehner, motion by Larkin with second by Luken to award bid to low valid bidder WESCO, Sioux City, IA for \$148,441.00. The bid from Stuart Irby did not meet specs and the bid from DSG was rejected also not meeting specs. Motion carried.

Installation of Gas Mains: Four bids were received and upon review and recommendation by Lehner, motion by Larkin with second by Luken to award bid to low valid bidder Dakota Directional, Redfield, SD for \$344,550.00. Motion carried.

Wheel Loader: No bids were received and upon review and recommendation by Lehner, motion by Thomas with second by Luken to go out and negotiated for a wheel loader as outlined by South Dakota law. Motion carried.

ITEM 7989

Motion by Luken with second by Thomas to authorize General Manger to return checks to unsuccessful bidders. Motion carried.

ITEM 7990

Motion by Larkin with second by Luken to give approval for General Manager to sign addendum to the Banking Services Agreement with Reliabank. Motion carried.

ITEM 7991

Motion by Luken with second by Larkin to give authorization to purchase two boilers and installation using Sourcewell contract. Motion carried.

ITEM 7992

Open: Lehner gave an invite to the Board for the MRES 59th Annual Meeting May 8-9 in Sioux Falls, SD.

ITEM 7993

Lehner presented the Report on Operations and Projects. Electric, Projects Completed this Month: 5 outages for February for a total of 7 unscheduled power outages in 2024, SCADA upgrade through ACS is complete, completed wrecking out under build on East River's 69 kV line. Gas Department, Projects Completed this Month: Proved and ERT'ed 250 residential gas meters, repaired leak at 900 9th Ave SW. Water Department, Projects Completed this Month: 2 water main breaks for a total of 8 for the 2024 season, flushed dead-ends at Stone's and Memorial Park for TTHM sampling. Engineering Tech, Projects Completed this Month: Finished up the construction drawings for 750 MCM feeder out of Uptown substation, revising water main plans along Broadway due to HDR sewer location change.

ITEM 7994

Karst presented the report on Administration and Financial Statements, Purchasing, Accounting and Facilities, Projects Completed this Month: Relamped the fixtures in the operations offices and crew rooms with LED bulbs. Projects in Progress: 2023 FEMA event for spring flooding - mitigation project for a new spillway near the Rauville Wellfield, went out for the cost of 2 new boilers that we have been having issues with. Upcoming Projects, Researching a new phone system. Customer Service Projects Completed this Month: 15,150 Payments collected for a total of \$5,796,522 and 56,690 services billed for a total of \$6,267,194. Human Resources/Risk Management: Working with LATC, Mount Marty University and Watertown High School trying to find students for summer intern positions, New Hire Alex Thorson, Water Plant Operator Apprentice. Information Systems working on Cybersecurity, working on new Cyber Security Controls, reviewing and assessing DSU audit, normal monthly IT maintenance and troubleshooting along with Website Stats and top 10 webpages visited.

Statements of Revenue and Expenses and Capital Additions were presented to the Board for review. Year to date net income is \$588,984 above budget for the One month ending January 31, 2024. Total Capital Additions are \$12,643 over budget for the one month ending January 31,2024.

ITEM 7995

Motion made by Luken with second by Thomas to approve the following verified salary claims and bills. Motion carried unanimously upon roll call vote. Total Watertown Municipal Utilities Net Payroll for February 2024 Plus ACH Payroll Payments \$678,157.57. Add: A. Thorson, 26.04/hr. effective 2/12/2024, Rehire: J. Deville 21.50/hr. effective 3/20/2024.

Name	Payable Description	Payment Amount
MARCH 1, 2024		
AASON ENGINEERING CO INC	SERVICE	\$1,920.00
ABC EMBROIDERY	SERVICE	\$24.75
ACTIVE HEATING INC	ENERGY INCENTIVE REBATE	\$189.00
ADVANCE PRODUCTS & SYSTEMS, LLC	SUPPLIES	\$2,159.58
ADVANCED ENGINEERING AND ENVIRONMENTAL SERVICES, LLC	CAST IRON WATERMAIN REPLACEMENT	\$29,536.45

AFLAC	ACCIDENT	\$1,539.65
AMARIL UNIFORM COMPANY	SAFETY CLOTHING	\$16.11
A-OX WELDING SUPPLY INC	SUPPLIES	\$487.28
AQUA-PURE INC	SODIUM TRIPOLYPHOSPHATE	\$7,525.00
AUTOMATIC BUILDING CONTROLS	SERVICE	\$1,345.92
BASCOM-TURNER INSTRUMENTS INC.	SERVICE	\$177.92
BENDIX IMAGING INC	SUPPLIES	\$273.96
BORDER STATES ELECTRIC SUPPLY	METER READING EQUIPMENT	\$13,500.99
BORNS GROUP	POSTAGE & MAILING	\$10,821.78
BURCHATZ CONSTRUCTION COMPANY INC	2023 UTILITY PATCHES	\$2,142.86
BUREAU OF ADMINISTRATION	STATE TELEPHONE NETWORK USAGE	\$139.94
CARTNEY BEARING & SUPPLY	SUPPLIES	\$93.84
CENTURY LINK	PHONE SERVICE	\$377.88
CHASE CARDMEMBER SERVICE	CREDIT CARD	\$8,755.93
CHILD SUPPORT PAYMENT CENTER	EMPLOYEE DEDUCTION: CHILD SUPPORT	\$750.00
CODINGTON-CLARK ELECTRIC COOPERATIVE INC	WELLFIELD ELECTRIC SERVICE	\$5,997.04
CONNECTING POINT	COMPUTERS, SUPPLIES	\$14,988.10
CONTROL EQUIPMENT SALES, INC	SUPPLIES	\$600.00
CREDIT COLLECTIONS BUREAU	COLLECTIONS	\$224.51
CRESCENT ELECTRIC SUPPLY CO	SUPPLIES	\$530.56
DAKOTA DATA SHRED	SHREDDING SERVICE	\$283.26
DAKOTA DIRECTIONAL LLC	LAKE OF THE WILLOWS BEDDING MATERIAL	\$14,524.38
DEPARTMENT OF HEALTH	WATER SAMPLES	\$472.00
DK DIESEL INJECTION INC	SERVICE - UNIT 11	\$4,693.15
DSG DAKOTA SUPPLY GROUP	WIRE AS PER BID	\$33,474.21
DUTTON-LAINSON COMPANY	SUPPLIES	\$400.00
EAGLE EYE POWER SOLUTIONS LLC	SUPPLIES	\$208.87
ELEMENT MATERIALS TECHNOLOGY	SERVICE	\$630.00
ENERGY BUSINESS NETWORK, LLC	2024 SUBSCRIPTION	\$1,250.00
ENERGY ECONOMICS INC	SERVICE	\$2,754.42
ENERGY LABORATORIES INC	WATER TESTING FEES	\$1,332.00
ENGELSTAD ELECTRIC COMPANY	SERVICE	\$420.86
ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE, INC	ANNUAL SUBSCRIPTION	\$6,510.00
ETHANOL PRODUCTS LLC	BULK C02	\$1,934.28
FARWEST LINE SPECIALTIES, LLC	SUPPLIES	\$336.24
FASTENAL COMPANY	SUPPLIES	\$282.77
FEDERAL EXPRESS CORP	SERVICE	\$239.75
FIDELITY SECURITY LIFE INSURANCE CO. (EYEMED)	VISION INSURANCE	\$157.50
FIRST DISTRICT ASSN OF LOCAL GOVTS	2024 GIS WEBSITE	\$1,500.00
FLUKE ELECTRONICS CORPORATION	SERVICE	\$123.00
FOLEY AND FOLEY LAW OFFICE, PC	JANUARY LEGAL FEES	\$637.50

FRANZ REPROGRAPHICS, INC.	SUPPLIES	\$686.86
FRONTIER PRECISION INC	SOFTWARE MAINTENANCE	\$3,050.69
GANNETT MEDIA CORP	PUBLISHINGS	\$371.72
GLOBAL SAFETY NETWORK	SERVICE	\$180.44
GRAINGER	SUPPLIES	\$149.60
GROEBNER	SUPPLIES	\$1,348.03
IBEW LOCAL 426	UNION DUES	\$4,302.00
INDUSTRIAL SALES COMPANY, INC	ELECTROFUSION PROCESSOR	\$4,291.45
JOHNSON CONTROLS INC	SERVICE	\$3,525.73
KARST, ADAM	REIMBURSEMENT EXPENSE	\$246.01
KEY CONTRACTING INC	INSTALL/REMOVE TEMPORARY JUMPERS	\$6,846.50
KRUITER, KEVIN	REIMBURSEMENT EXPENSE	\$543.34
LEHNER, STEVE	REIMBURSEMENT EXPENSE	\$150.08
LUNDE, JOHN	REIMBURSEMENT EXPENSE	\$1,506.70
MACKSTEEL WAREHOUSE INC	SUPPLIES	\$75.95
MAC'S HARDWARE	SUPPLIES	\$106.43
MAGSTADT, BERT	REIMBURSEMENT EXPENSE	\$476.70
MATHESON TRI-GAS INC	SUPPLIES	\$224.48
MCKEEVER INC	SUPPLIES	\$315.00
MEIER, MARK	REIMBURSEMENT EXPENSE	\$20.00
MENARDS INC	SUPPLIES	\$2,818.24
MET LIFE	LIFE INSURANCE	\$1,678.98
MIDCONTINENT COMMUNICATIONS	INTERNET & CABLE SERVICE	\$203.39
MIDWEST AUTOMOTIVE INC	SUPPLIES	\$440.00
MINSAIT ACS, INC.	SCADA UPGRADE	\$2,991.59
MISSOURI RIVER ENERGY SERVICES	SERVICE	\$1,025.88
MUELLER CO	METER VALVES	\$6,008.04
MUNICIPAL UTILITIES - PC	REPLENISH PETTY CASH	\$1,397.30
MUNICIPAL UTILITIES-NSF CHECK ACCO	REIMBURSE NSF FUND	\$1,467.37
MUNICIPAL UTILITIES-REFUND ACCT	REFUNDS OF CREDITS ON ACCOUNTS	\$3,792.43
NAPA CENTRAL	SUPPLIES	\$423.40
NORTHERN TRUCK EQUIP CORP	SUPPLIES	\$1,227.14
NORTHWEST PIPE FITTINGS INC	SUPPLIES	\$1,347.77
NYBERG'S ACE	SUPPLIES	\$32.97
OFFICE OF ENERGY ASSISTANCE	REFUND OF CREDIT ON ACCOUNT	\$97.88
OFFICE PEEPS	SUPPLIES	\$987.75
OVERHEAD DOOR CO OF WTN	SERVICE	\$3,358.99
PAYMENTUS GROUP INC.	SERVICE	\$79.60
PETE LIEN & SONS	BULK LIME	\$12,195.12
PHEASANTLAND INDUSTRIES	SAFETY CLOTHING	\$1,818.25
POMP'S TIRE SERVICE, INC.	SERVICE	\$31.80

PRINCIPAL FINANCIAL GROUP	DENTAL INSURANCE	\$1,309.90
RC FIRST AID	SUPPLIES	\$227.50
RELIABANK DAKOTA	FLEX MED	\$6,540.22
RESCO	ARRESTORS	\$8,840.16
RODENBURG LAW FIRM	EMPLOYEE DEDUCTION	\$150.00
RON'S SAW SALES	SUPPLIES	\$48.99
RUNNING'S SUPPLY INC	SUPPLIES	\$954.46
SANFORD WATERTOWN OCCUPATIONAL MEDICINE	SERVICE	\$129.00
SD FEDERAL PROPERTY AGENCY	SUPPLIES	\$53.37
SD ONE CALL	LOCATES	\$49.35
SD RETIREMENT SYSTEM	2023 ADDITIONAL CONTRIBUTIONS	\$3,905.20
SERVICEMASTER OF WATERTOWN	JANITORIAL SERVICE	\$4,120.00
SIOUX VALLEY CO-OP	FUEL, SUPPLIES	\$6,395.43
SNAP-ON INCORPORATED	SUPPLIES	\$2,858.41
SPEE-DEE DELIVERY SERVICE INC	SERVICE	\$86.96
STAR LAUNDRY	SERVICE	\$582.06
STATE UNIVERSITY OF IOWA	WATER TESTING	\$12,950.00
STUART C IRBY CO	UNDERGROUND CABLE CUTTER	\$5,067.56
SUBSURFACE SOLUTIONS	LOCATOR, SUPPLIES	\$10,883.99
TEREX USA, LLC	SERVICE - UNIT 25	\$5,050.98
TITAN MACHINERY- WTN	SERVICE	\$2,693.28
TOSHIBA FINANCIAL SERVICES	COPIER LEASE	\$566.11
TRAV'S OUTFITTER	SAFETY CLOTHING	\$463.00
TWO WAY SOLUTIONS, INC.	SUPPLIES	\$1,727.67
TYNDALE COMPANY INC	SAFETY CLOTHING	\$204.95
UPS	SERVICE	\$75.88
USA BLUEBOOK	REGULATORY COMPLIANCE EQUIPMENT	\$13,459.58
UTILITY SERVICE CO., INC	WATER TOWER MAINTENANCE	\$242,068.81
UTILITY TESTING SOLUTIONS LLC	DIELECTRIC TESTING	\$4,675.00
WALMART	SUPPLIES	\$143.96
WATERTOWN AREA CHAMBER OF COMMERCE	SUPPLIES	\$1,598.10
WATERTOWN DEVELOPMENT COMPANY	INDUSTRIAL DEVELOPMENT EXPENSE	\$8,690.00
WATERTOWN UNITED WAY	United Way	\$225.00
WAYTEK INC	SUPPLIES	\$163.90
WELD-IT-ALL	SERVICE	\$217.50
WESCO DISTRIBUTION INC	TRANSFORMERS AS PER BID	\$69,369.09
WHEELCO	SUPPLIES	\$87.67
WW TIRE SERVICE INC	SUPPLIES	\$812.00
ZEP SALES AND SERVICE	SUPPLIES	\$312.68
	TOTAL	\$665,882.56

Total February 2024 \$665,882.56; Transfer to City's General Fund \$120,500.00, Muni Utilities Electric Water Gas \$52,936.06; Missouri River Energy Services Power \$2,233,290.32; BP Canada Energy Marketing Natural Gas \$387,770.32; Dept. of Revenue Sales/Excise Tax \$274,834.24; CPEP #3 Natural Gas \$134,226.13, CPEP #4 Natural Gas \$82,872.30, CPEP #5 Natural Gas \$183,210.93, CPEP #3 Hedge 114,552.90, CPEP #4 27,572.91, Sequent Energy Mgmt. Natural Gas \$11,590.77. City Finance Office Garbage/Sewer \$630,971.99.

ITEM 7996

Pursuant to SDCL 1-25-2(3)(6) Luken moved with second by Thomas to move to Executive Session. The Board does expect to take-action when they reconvene to the regular session. Motion carried.

President Carter declared Executive Session done and they reconvened to regular session.

Motion by Larkin with second by Luken to adjourn. Motion carried.

The Watertown Municipal Utilities does not discriminate in employment opportunities or provision of services on-the basis of race, color, religion, sex, national origin, age, disability, or any other characteristic protected by law.

Dated at Watertown, South Dakota this 26th, day of February, 2024.

ATTEST: _____

Lisa Pahl
Board Secretary
Municipal Utilities Board

Christine Carter
Board President
Municipal Utilities Department

MINUTES OF MUNICIPAL UTILITIES BOARD MEETING
Monday, March 25th, 2024

The Municipal Utilities Board convened in regular session at the Watertown Municipal Utilities Board Room 901 Fourth Avenue SW Watertown SD on Monday, March 25, 2024, at 12:00 p.m. with President Chris Carter presiding.

Board members present: Chris Carter, Mike Luken, Rich Thomas and Charlie Larkin. Dan Brenden was present via Teams. Board Liaison, member of City Council, Mike Danforth absent. Staff members present: Steve Lehner, Adam Karst, Bert Magstadt, Wayne Lovelis, John Lunde, Brian Benson, Mark Meier, Dan LeVasseur, Sheila Mennenga, Gina Brown, Lisa Pahl and Attorney Vince Foley.

ITEM 7997

Motion by Luken with second by Thomas to approve the agenda. Motion carried.

ITEM 7998

Motion by Larkin with second by Thomas to approve minutes of Regular Board Meeting on February 26th, 2024. Motion carried.

ITEM 7999

Public Comment - None

ITEM 8000

Motion by Luken with second by Thomas to accept the policy changes that were presented at the February 26, 2024, Board Meeting. The accepted changes are: General Policy, which included changes to 1.1, 4.1, and the Schedule of Fee changes. Changes to the Employee Personnel Manual, additions of 105 Media Relations, 111 Pregnant Workers Fairness Act, and 313 Weekly Disability Benefits. Verbiage changes were made to 301, 308, 309, 505, and 701. Changes to the electric which included verbiage changes to 10.3 and 11.4. Water removed 9 and verbiage changes to 1.1, 3.2, 6.5, 8.3, 8.4, and 15.2. Gas verbiage changes to 2.1, 2.8 and 2.10. All policies can be viewed on the Watertown Municipal Utilities website. Motion carried.

ITEM 8001

This being the time and place set for consideration of bids, the following were presented. Bid for Reconstruction of 12th Ave NW. This bid was opened on Wednesday February 28, 2024, by the City of Watertown.

Reconstruction of 12th Ave NW: Three bids were received and upon review and recommendation by Magstadt, motion by Thomas with second by Larkin to award bid to low valid bidder Duininck, Prinsburg, MN, for the amount of \$447,913.00. The bid is in conjunction with the City of Watertown and approved by the SD DENR. Motion carried.

ITEM 8002

Motion by Larkin with second by Luken to authorize General Manager to sign change order adding the installation and furnishing of two 20 inch sleeves for the 3rd Ave NW (Mellette) Watermain Replacement for the amount of \$6,057.51. Motion carried.

ITEM 8003

Motion by Larkin with second by Thomas to give approval for General Manager to sign change orders for reduction of \$950.00 to the Door Size, by adding chemical piping for the amount of \$12,674.73 and fixing of a containment wall crack for the Water Treatment Plant Expansion for the amount of \$1,027.46. Motion carried.

ITEM 8004

Motion by Luken with second by Thomas to authorize the Board President to sign Resolution #8004. Motion carried unanimously upon roll call vote.

RESOLUTION

RESOLUTION OF THE CITY OF WATERTOWN, SOUTH DAKOTA MUNICIPAL UTILITIES BOARD TO APPROVE THE USE OF EXCESS WATER SYSTEM SURCHARGE FUNDS TO PAY CERTAIN EXPENSES OF OPERATING AND MAINTAINING IMPROVEMENTS PREVIOUSLY FINANCED THROUGH THE ISSUANCE OF A BOND SECURED BY THE SURCHARGE

WHEREAS, in 2008 the City of Watertown Municipal Utilities Board (the "Utilities Board") undertook a project to make substantial improvements to the City's drinking water system; and

WHEREAS, in contemplation of financing such improvements, on April 28, 2008, the Utilities Board adopted Resolution No. 5632 (the "Surcharge Resolution") to approve an amendment to the rate schedule applicable to users of the City's drinking water system, including the adoption of a surcharge pursuant to SDCL 9-40-15 (the "Act") to be pledged as security for and to be used as the source of repayment for such financing; and

WHEREAS, in order to pay for a portion of the cost of the improvements to the drinking water system and associated costs, including engineering costs, legal and financing costs, and other related costs, the City on October 31, 2008 issued its Water System Revenue Bond in the principal amount of \$23,760,000 (the "Bond") to the South Dakota Conservancy District and in connection with the issuance of the Bond, the City entered into a Loan Agreement dated October 31, 2008 (the "Loan Agreement") with the South Dakota Conservancy District; and

WHEREAS, the surcharge has generated and continues to generate funds in excess of the amounts necessary to pay principal and interest on the Bond, and as a result, after paying principal and interest on the Bond, as of December 31, 2023 the balance remaining in the surcharge fund was \$2,141,806.92 (the "Excess Surcharge Funds"); and

WHEREAS, as required by the Loan Agreement, the surcharge rate currently in effect is reasonably expected to generate during each calendar year not

less than 115% of the principal and interest due on the Bond during such year; and

WHEREAS, it has been proposed that some of the Excess Surcharge Funds be used to pay a portion of the expenses of operating and maintaining the improvements financed with the proceeds of the Bond; and

WHEREAS, the Surcharge Resolution contemplates the use of Excess Surcharge Funds for other purposes as permitted under the Act, and the Act permits the surcharge to be used for the services of the facilities financed with the proceeds of the Bond; and

WHEREAS, the Utilities Board has been advised by the City's bond counsel that the Loan Agreement does not prohibit the use of surcharge revenues to pay expenses of operating and maintaining the improvements financed with the proceeds of the Bond if adequate provision has been made for the timely payment of principal and interest on the Bond and the City has otherwise complied with the terms of the Loan Agreement; and

WHEREAS, the Utilities Board has determined that it is in the best interests of the City and the users of the City's drinking water system to use a portion of the Excess Surcharge Funds for the payment of a portion of the expenses of operating and maintaining the improvements financed with the proceeds of the Bond; and

WHEREAS, during calendar year 2023, surcharge collections, or Borrower's Project Income, totaled \$2,662,864.04 and Borrower's Total Debt Service on project totaled \$1,552,943.75 with the difference being \$1,109,920.29;

NOW, THEREFORE, BE IT RESOLVED by the City of Watertown Municipal Utilities Board, as follows:

1. The General Manager of Watertown Municipal Utilities is authorized and directed to transfer the sum of \$1,109,920.29 from the DWSRF Loan #1 Surcharge Fund to the DWSRF Loan #1 O&M Fund and to use such funds to pay a portion of the expense to be incurred during each calendar year for operating and maintaining the improvements financed with the proceeds of the Bond.

2. In preparation of the Annual Certification of Compliance with Rate Covenant, the Excess Surcharge Funds transferred in 1. above will not be subtracted from or added to Borrower's Project Income for any calendar year.

Dated at Watertown, South Dakota, this 25th day of March 2024

ITEM 8005

Open: Lehner presented Bill Stuffers Living Safely with Natural Gas and Household Hazardous Waste. Lehner also extended an invitation to the Board to attend the Missouri River Energy Services Annual Meeting May 8 & 9 in Sioux Falls.

ITEM 8006

Magstadt presented the Report on Operations and Projects. Electric Department, Projects Completed this Month: 3 outages for February for a total of 10 unscheduled power outages in 2024. Gas Department, Projects Completed this Month: Toured EEI Meter facility and SD 811 contractor meeting. Water Department, Projects Completed this Month: 0 water main breaks for a total of 8 for the 2024 season, new slaker installed and chlorine room demoed. Engineering Tech, Projects Completed this Month: 134 one call locates for March 1st to 20th, 2024, which is a record for March, water main installation plans HDR/City N. Broadway, 7th & 9th Ave NE.

ITEM 8007

Karst presented the report on Administration and Financial Statements, Purchasing, Accounting and Facilities, Projects in Progress: 2023 FEMA event for spring flood, approved to receive an 85% grant for a \$111K project to construct a new spillway at our Rauville Wellfield, (2) new boilers to be purchased through Johnson Controls, 50% deposit check (\$72,075) in this month's A/P, committee formed to research a new phone system, Making our annual bond payment 2024 (\$1,504,875) in this month's additional A/P. Customer Service Projects Completed this Month: 15,241 Payments collected for a total of \$6,813,713 and 56,655 services billed for a total of \$7,576,894. Human Resources/Risk Management: Organized training "Leaders Who Listen" presentation given by Kim Bellum and attended by WMU department heads and foremen, participated as panelist at the 2nd annual Day of Development Conference held in Watertown. Information Systems working on Cybersecurity, working on new Cyber Security Controls, reviewing and assessing DSU audit, normal monthly IT maintenance and troubleshooting along with Website Stats and top 10 webpages visited.

Statements of Revenue and Expenses and Capital Additions were presented to the Board for review. Year to date net income is \$615,748 above budget for the two months ending February 29, 2024. Total Capital Additions are \$397,446 under budget for the two months ending February 29, 2024.

ITEM 8008

Motion made by Luken with second by Larkin to approve the following verified salary claims and bills. Motion carried unanimously upon roll call vote. Total Watertown Municipal Utilities Net Payroll for March 2024 Plus ACH Payroll Payments \$648,247.59.

Name	Payable Description	Payment Amount
APRIL 1		
ABC EMBROIDERY	SERVICE	\$9.90
ADVANCED ENGINEERING AND ENV. SERVICES, LLC	CAST IRON WATERMAIN REPLACEMENT	\$38,306.66
AFLAC	ACCIDENT	\$1,574.10
AUSTIN, STRAIT, BENSON, THOLE AND KOEHN, LLP	JANUARY LEGAL FEES	\$160.00
AUTO BODY SPECIALTIES	SUPPLIES	\$534.20
AUTO VALUE WATERTOWN	SUPPLIES	\$1,668.03
AUTOMATIC BUILDING CONTROLS	SERVICE	\$1,005.00
BORDER STATES ELECTRIC SUPPLY	SUPPLIES	\$17,747.32
BORNS GROUP	POSTAGE & MAILING	\$10,467.86

BUREAU OF ADMINISTRATION	STATE TELEPHONE NETWORK USAGE	\$178.72
CENTURY LINK	PHONE SERVICE	\$316.06
CHAMBERS, TODD	REIMBURSEMENT EXPENSE	\$1,500.00
CHASE CARDMEMBER SERVICE	CREDIT CARD	\$4,083.61
CHILD SUPPORT PAYMENT CENTER	EMPLOYEE DEDUCTION: CHILD SUPPORT	\$750.00
CODINGTON-CLARK ELECTRIC COOPERATIVE INC	WELLFIELD ELECTRIC SERVICE	\$6,230.96
CONNECTING POINT	SOFTWARE MAINTENANCE	\$859.10
CORE & MAIN LP	SUPPLIES	\$549.52
CREDIT COLLECTIONS BUREAU	COLLECTIONS	\$480.59
CRESCENT ELECTRIC SUPPLY CO	SUPPLIES	\$172.05
DAKOTA DATA SHRED	SHREDDING SERVICE	\$159.71
DAVE'S PLUMBING HEATING & COOLING INC	SUPPLIES	\$3,591.62
DEPARTMENT OF HEALTH	WATER SAMPLES	\$534.00
DSG DAKOTA SUPPLY GROUP	SUPPLIES	\$259.94
EAST RIVER ELEC POWER COOP	2024 SERVICE CONTRACT	\$8,100.00
EDM INTERNATIONAL, INC.	SERVICE	\$290.00
ELEMENT MATERIALS TECHNOLOGY	SERVICE	\$630.00
ENERGY ECONOMICS INC	GAS METER INDEXES	\$8,841.29
ETHANOL PRODUCTS LLC	BULK CO2	\$1,560.60
FASTENAL COMPANY	SUPPLIES	\$66.10
FEDERAL EXPRESS CORP	SERVICE	\$93.71
FIDELITY SECURITY LIFE INSURANCE CO. (EYEMED)	VISION INSURANCE	\$157.50
FOLEY AND FOLEY LAW OFFICE, PC	FEBRUARY LEGAL FEES	\$660.00
GANNETT MEDIA CORP	PUBLISHINGS	\$274.16
GRAINGER	SUPPLIES	\$897.35
GROEBNER	SUPPLIES	\$733.06
HAWKINS, INC.	AZONE 15	\$16,933.36
IBEW LOCAL 426	UNION DUES	\$4,302.00
INGERSOLL RAND COMPANY	COOLANT, SUPPLIES	\$2,623.85
I-STATE TRUCK CENTER	SERVICE - UNIT 39	\$2,723.46
JOHNSON CONTROLS INC	50% DEPOSIT ON BOILER(2) PROJECT	\$75,357.22
JURGENS PRINTING INC	SUPPLIES	\$569.00
JUSTICE FIRE & SAFETY	SERVICE	\$353.00
JUSTIN'S LAWN & TREE SERVICE	SERVICE - STUMPS	\$4,560.00
KOONS GAS MEASUREMENT	METERS PER BID	\$27,409.57
LEHNER, STEVE	REIMBURSEMENT EXPENSE	\$175.44
LINC ENERGY SYSTEMS, INC	REGULATORS	\$5,262.32
LOCKSMITH & MORE LLC	SERVICE	\$233.00
LUNDE, JOHN	REIMBURSEMENT EXPENSE	\$60.28
MACKSTEEL WAREHOUSE INC	SUPPLIES	\$3,206.71
MAC'S HARDWARE	SUPPLIES	\$432.22
MAGSTADT, BERT	REIMBURSEMENT EXPENSE	\$2,182.72
MATHESON TRI-GAS INC	SUPPLIES	\$212.31
MCKEEVER INC	SUPPLIES	\$245.00
MENARDS INC	SUPPLIES	\$991.94
MESEBERG, MASON	REIMBURSEMENT EXPENSE	\$234.00
MET LIFE	LIFE INSURANCE	\$1,676.46
MIDCONTINENT COMMUNICATIONS	INTERNET & CABLE SERVICE	\$203.39
MIDWEST AUTOMOTIVE INC	SUPPLIES	\$160.00
MINSAIT ACS, INC.	SCADA UPGRADE	\$2,532.80

MITZEL & SONS, INC.	WHEEL LOADER	\$95,000.00
MUELLER CO	SUPPLIES	\$1,970.24
MUNICIPAL UTILITIES - PC	REPLENISH PETTY CASH	\$619.64
MUNICIPAL UTILITIES-NSF CHECK ACCO	REIMBURSE NSF FUND	\$925.96
MUNICIPAL UTILITIES-REFUND ACCT	REFUNDS OF CREDITS ON ACCOUNTS	\$10,703.62
NAPA CENTRAL	SUPPLIES	\$853.96
NORTHERN TRUCK EQUIP CORP	SUPPLIES	\$463.36
NORTHWEST PIPE FITTINGS INC	SUPPLIES	\$880.64
NOVASPECT, INC.	REGULATORS	\$11,578.50
OFFICE PEEPS	SUPPLIES	\$1,932.46
OVERHEAD DOOR CO OF WTN	SERVICE	\$357.14
PAYMENTUS GROUP INC.	SERVICE	\$69.65
PETE LIEN & SONS	BULK LIME	\$25,056.27
PIPELINE ASSN FOR PUBLIC AWARENESS	2024 DUES	\$710.00
PRINCIPAL FINANCIAL GROUP	DENTAL INSURANCE	\$1,309.90
PRINT 'EM NOW INC	SUPPLIES	\$298.00
PRO LINE INC	SUPPLIES	\$224.55
RELIABANK DAKOTA	FLEX MED	\$6,563.97
RESCO	SUPPLIES	\$633.49
REVOLT ELECTRICAL SERVICES INC.	LTC REPLACEMENT - UPTOWN SUB - #2	\$20,985.00
RICE LAKE WEST	WTP EQUIPMENT REPLACEMENT	\$162,979.56
RODENBURG LAW FIRM	EMPLOYEE DEDUCTION	\$150.00
RON'S SAW SALES	SERVICE	\$166.57
RUNNING'S SUPPLY INC	SUPPLIES	\$104.33
SANFORD WATERTOWN OCCUPATIONAL MEDICINE	SERVICE	\$559.00
SD ONE CALL	LOCATES	\$43.05
SERVICEMASTER OF WATERTOWN	JANITORIAL SERVICE	\$4,120.00
SIOUX VALLEY CO-OP	FUEL, SUPPLIES	\$5,698.21
STANGL, CHRIS	REIMBURSEMENT EXPENSE	\$1,974.44
STAR LAUNDRY	SERVICE	\$558.25
STUART C IRBY CO	COPPER TRACER WIRE	\$8,674.84
TECHNOLOGY FOR ENERGY CORPORATION	SUPPLIES	\$3,145.40
TEREX USA, LLC	SERVICE - UNIT 28	\$1,835.84
TERRY-DURIN CO.	SUPPLIES	\$2,162.00
TITAN MACHINERY- WTN	SERVICE	\$515.79
TOSHIBA FINANCIAL SERVICES	COPIER LEASE	\$320.00
TRAV'S OUTFITTER	SAFETY CLOTHING	\$428.00
TYNDALE COMPANY INC	SAFETY CLOTHING	\$172.95
USA BLUEBOOK	SUPPLIES	\$1,141.05
WATERTOWN BOX CORP	SUPPLIES	\$101.50
WATERTOWN DEVELOPMENT COMPANY	INDUSTRIAL DEVELOPMENT EXPENSE	\$8,690.00
WATERTOWN UNITED WAY	United Way	\$225.00
WATERTOWN WHOLESALE INC	SUPPLIES	\$1,288.60
WAYTEK INC	SUPPLIES	\$283.15
WESCO DISTRIBUTION INC	WIRE AS PER BID	\$235,632.30
	TOTAL	<u>\$888,188.95</u>

Total March 2024 \$888,188.95; US Bank Nat'l Assoc. \$1,504,875.00, Transfer to City's General Fund \$120,500.00, Muni Utilities Electric Water Gas \$49,498.52; Missouri

River Energy Services Power \$1,914,523.34; BP Canada Energy Marketing Natural Gas \$290,649.16; Dept. of Revenue Sales/Excise Tax \$248,612.31; CPEP #3 Natural Gas \$161,415.45, CPEP #4 Natural Gas \$78,907.84, CPEP #5 Natural Gas \$221,873.93, CPEP #3 Hedge 112,261.70, CPEP #4 36,347.04, City Finance Office Garbage/Sewer 646,587.08.

ITEM 8009

Motion by Larkin with second by Luken to adjourn. Motion carried.

The Watertown Municipal Utilities does not discriminate in employment opportunities or provision of services on-the basis of race, color, religion, sex, national origin, age, disability, or any other characteristic protected by law.

Dated at Watertown, South Dakota this 25th, day of March, 2024.

ATTEST:

Lisa Pahl
Board Secretary
Municipal Utilities Board

Christine Carter
Board President
Municipal Utilities Department

MINUTES OF MUNICIPAL UTILITIES BOARD MEETING
Monday, April 29, 2024

The Municipal Utilities Board convened in regular session at the Watertown Municipal Utilities Board Room 901 Fourth Avenue SW Watertown SD on Monday, April 29, 2024, at 12:00 p.m. with President Chris Carter presiding.

Board members present: Chris Carter, Mike Luken, Dan Brenden, Rich Thomas and Charlie Larkin. Board Liaison, member of City Council, Mike Danforth. Staff members present: Steve Lehner, Adam Karst, Bert Magstadt, Wayne Lovelis, Brian Benson, Mark Meier, Kevin Kruiter, Dan LeVasseur, Sheila Mennenga, Gina Brown, Lisa Pahl and Attorney Vince Foley. Media Roger Whittle KXLG Radio.

ITEM 8014

Motion by Luken with second by Larkin to approve the agenda. Motion carried.

ITEM 8015

Motion by Thomas with second by Brenden to approve minutes of Regular Board Meeting on March 25, 2024, and Special Session Board Meeting on April 18, 2024. Motion carried.

ITEM 8016

Public Comment - None

ITEM 8017

Motion by Larkin with second by Brenden to approve Resolution to appoint the Director of Administration as alternate with CPEP. Motion carried unanimously upon roll call vote.

RESOLUTION NO. 8017

DESIGNATION OF REPRESENTATIVE AND ALTERNATE REPRESENTATIVE FOR CENTRAL PLAINS ENERGY PROJECT MANAGEMENT COMMITTEE

Whereas Watertown Municipal Utilities recognizes the importance of effective representation on a Central Plains Energy Project Management Committee;

Whereas the Central Plains Energy Project Bylaws allow a designated representative from Watertown Municipal Utilities to serve on the Project Management Committee to ensure active participation and representation for any project for which Watertown is a participant;

Now, therefore, be it resolved that Watertown Municipal Utilities hereby designates the following individuals to serve as Representative and Alternate Representative for any Central Plains Energy Project Management Committee: Director of Operations shall serve as the Representative and shall serve as the primary representative of Watertown Municipal Utilities on the Central Plains Energy Project Management Committee and shall have the authority to attend meetings, vote, and participate in decision-making processes on behalf of Watertown Municipal Utilities.

Director of Administration shall serve as the Alternate Representative and shall serve as a backup representative for Watertown Municipal Utilities on the Central Plains Energy Project Management Committee and shall have the authority to attend

meetings, vote, and participate in decision-making processes when the Director of Operations cannot fulfill their duties or in their absence.

Further, be it resolved that the Representative and Alternate Representative are authorized to communicate with Watertown Municipal Utilities regarding matters concerning any Central Plains Energy Project Management Committee, provide updates on the board's activities, and seek input or guidance as necessary. This resolution shall take effect immediately upon its adoption. It shall remain in force until it is amended, repealed, or superseded by subsequent resolution of Watertown Municipal Utilities. Resolved and adopted by Watertown Municipal Utilities on this day April 29th, 2024.

ITEM 8018

Director of Operations Magstadt gave an overview of the 2023 Annual Water System Quality Report. He noted that there were no substances detected in the water that violated regulations set by the EPA or the SD DANR. This report will be posted on the Watertown Municipal Utilities website and pamphlets available to the public at the office.

ITEM 8019

Motion by Luken with second by Thomas to authorize General Manager to sign documents as part of the next steps toward the full application for funding under the GRIP (Grid Resilience and Innovation Partnership) program with MRES (Missouri River Energy Services), substantially similar in form. Agreeing on Option 5 all electric with all remote disconnects and 5,500 nodes for gas and water. The estimated total project cost is \$5,683,105. If the grant application is approved, the grant would cover 45% or \$2,557,397 and WMUs portion would be 55% of \$3,125,708. Motion carried.

ITEM 8020

Motion by Thomas with second by Larkin to give authorization to go out for bids for construction of spillway at Rauville wellfield for the Water Department. Motion carried.

ITEM 8021

Open: Lehner presented two Bill Stuffers Mosquito Control and Codington County Connects.

ITEM 8022

Magstadt presented the Report on Operations and Projects. Electric Department, Projects Completed this Month: 10 outages for a total of 20 unscheduled outages for 2024, Key Contracting installed a new 115 kv GOAB switch at the Uptown Substation, Installed CCVT voltage transformer at East Substation, completed annual substation maintenance at the Pelican Substation #1 and Uptown Substation #2. Gas Department, Projects Completed this Month: Emergency valve maintenance above/below ground, main regs and reliefs testing and maintenance, replaced regulators at Reg. Station #3, completed business leak survey. Water Department, Projects Starting next month: 20" water main from 3rd Ave to Mellette Tower.

Engineering Tech, Projects Completed this Month: 424 one call locates for April 1st to 24th, 2024, staking & locating.

ITEM 8023

Karst presented the report on Administration and Financial Statements, Purchasing, Accounting and Facilities, Projects in Progress: William Neale & Co is working on 2023 audit, WAPA discussing another increase in electric rates in 2025 and 2026. Customer Service Projects Completed this Month: 15,155 Payments collected for a total of \$6,070,252 and 56,677 services billed for a total of \$5,071,988, Energy Assistance customers received a one-time payment of \$145 from a state grant for their water bill, sent out budget letters in April, the average budget bill was \$225, a decrease of 10% or (\$25) from last year. Human Resources/Risk Management: Received final work comp premium for 2023 - approximately 8% increase from 2022, organized training classes on backhoe and payload operations for staff who run this equipment, employees participated in the city's Team Up to Clean UP event. Information Systems working on Cybersecurity, normal monthly IT maintenance and troubleshooting along with Website Stats and top 10 webpages visited.

Statements of Revenue and Expenses and Capital Additions were presented to the Board for review. Year to date net income is \$660,471 above budget for the three months ending March 31, 2024. Total Capital Additions are \$900,383 under budget for the three months ending March 31, 2024.

ITEM 8024

Motion made by Luken with second by Brenden to approve the following verified salary claims and bills. Motion carried unanimously upon roll call vote. Total Watertown Municipal Utilities Net Payroll for April 2024 Plus ACH Payroll Payments \$673,772.00. Change: C. Brenden \$31.51/hr., effective 3/25/2024, Rehire: M. Waite \$21.50/hr., effective 3/26/2024

Name	Payable Description	Payment Amount
MAY 1, 2024		
ABC EMBROIDERY	SERVICE	\$88.20
ADV. ENGINEERING AND ENVIRONMENTAL SERVICES, LLC	MELLETTTE WATERMAIN EXTENSION	\$13,559.75
AFLAC	ACCIDENT	\$1,574.10
AMARIL UNIFORM COMPANY	SAFETY CLOTHING	\$266.34
A-OX WELDING SUPPLY INC	SUPPLIES	\$516.72
APPLIED INDUSTRIAL TECH INC	SUPPLIES	\$569.40
AUSTIN, STRAIT, BENSON, THOLE AND KOEHN, LLP	MARCH LEGAL FEES	\$580.00
AUTO VALUE WATERTOWN	SUPPLIES	\$943.32
BATTERIES UNLIMITED INC	SUPPLIES	\$130.00
BENCHMARK FOAM INC	ENERGY INCENTIVE REBATE	\$4,521.96
BENDIX IMAGING INC	SUPPLIES	\$635.98
BLACKBURN MFG COMPANY	LOCATE FLAGS	\$4,667.76
BORDER STATES ELECTRIC SUPPLY	SUPPLIES	\$5,466.89
BORNS GROUP	POSTAGE & MAILING	\$12,144.13
BUREAU OF ADMINISTRATION	STATE TELEPHONE NETWORK USAGE	\$168.33
CASHWAY LUMBER INC	SUPPLIES	\$75.00
CENTURY LINK	PHONE SERVICE	\$316.06
CHASE CARDMEMBER SERVICE	CREDIT CARD	\$5,016.37

CHILD SUPPORT PAYMENT CENTER	EMPLOYEE DEDUCTION: CHILD SUPPORT	\$750.00
CODINGTON-CLARK ELECTRIC COOPERATIVE INC	WELLFIELD ELECTRIC SERVICE	\$6,507.68
CONNECTING POINT	SCADA UPGRADE - WTP	\$3,085.17
CREDIT COLLECTIONS BUREAU	COLLECTIONS	\$452.76
CRESCENT ELECTRIC SUPPLY CO	SUPPLIES	\$372.88
DAKOTA DATA SHRED	SHREDDING SERVICE	\$82.91
DAKOTA DIRECTIONAL LLC	SERVICES - SECONDARY, LIGHTS, PRIMARY, EXCAVATIONS	\$51,470.56
DEPARTMENT OF HEALTH	WATER SAMPLES	\$558.00
DISCOUNT SEEDS, INC.	LAWN SEED	\$1,440.00
DITCH WITCH OF SOUTH DAKOTA, INC	SUPPLIES	\$822.96
DSG DAKOTA SUPPLY GROUP	SUPPLIES	\$635.85
ETHANOL PRODUCTS LLC	BULK CO2	\$2,062.68
FARWEST LINE SPECIALTIES, LLC	SUPPLIES	\$53.45
FASTENAL COMPANY	SUPPLIES	\$55.48
FEDERAL EXPRESS CORP	SUPPLIES	\$200.21
FIDELITY SECURITY LIFE INSURANCE CO. (EYEMED)	VISION INSURANCE	\$157.50
FOLEY AND FOLEY LAW OFFICE, PC	MARCH LEGAL FEES	\$862.50
GANNETT MEDIA CORP	PUBLISHINGS	\$233.28
GRAINGER	SUPPLIES	\$1,049.91
GROEBNER	RISERS	\$6,696.60
HAWKINS, INC.	AZONE 15	\$7,950.00
HEATH CONSULTANTS INC	SERVICE	\$1,063.97
IBEW LOCAL 426	UNION DUES	\$4,302.00
INDUSTRIAL SALES COMPANY, INC	SUPPLIES	\$2,758.78
INTERSTATE ALL BATTERY CENTER	SUPPLIES	\$464.25
J H LARSON COMPANY	SUPPLIES	\$496.25
JUSTICE FIRE & SAFETY	SERVICE	\$656.00
KARST, ADAM	REIMBURSEMENT EXPENSE	\$200.00
LAKE AREA TECHNICAL COLLEGE	TRAINING EXPENSE	\$720.00
LEHNER, STEVE	REIMBURSEMENT EXPENSE	\$500.17
LIFT PRO EQUIP CO	SUPPLIES	\$201.49
LOVELIS, WAYNE	REIMBURSEMENT EXPENSE	\$127.00
MACKSTEEL WAREHOUSE INC	SUPPLIES	\$736.75
MAC'S HARDWARE	SUPPLIES	\$577.08
MAGSTADT, BERT	REIMBURSEMENT EXPENSE	\$777.02
MATHESON TRI-GAS INC	SUPPLIES	\$294.86
MENARDS INC	SUPPLIES	\$2,167.62
MENNENGA, SHEILA	REIMBURSEMENT EXPENSE	\$300.00
MESA PRODUCTS INC	SUPPLIES	\$1,190.18
MET LIFE	LIFE INSURANCE	\$1,679.70
MIDCONTINENT COMMUNICATIONS	INTERNET & CABLE SERVICE	\$203.39
MIDWEST AUTOMOTIVE INC	SUPPLIES	\$389.98
MILBANK WINWATER WORKS	6" WATER METER	\$10,331.96
MINNESOTA MUNICIPAL UTILITIES ASSN	SAFETY PROGRAM	\$9,192.50
MISSOURI RIVER ENERGY SERVICES	MISC SCANNING, ELECTRIC AND WATER	\$7,852.20
MUELLER CO	SERVICE	\$1,639.93
MUNICIPAL UTILITIES - PC	REPLENISH PETTY CASH	\$128.77
MUNICIPAL UTILITIES-NSF CHECK ACCO	REIMBURSE NSF FUND	\$3,712.73
MUNICIPAL UTILITIES-REFUND ACCT	REFUNDS OF CREDITS ON ACCOUNTS	\$4,390.42
NAPA CENTRAL	SUPPLIES	\$281.24
NORTHWEST PIPE FITTINGS INC	SUPPLIES	\$1,130.14
OFFICE OF ENERGY ASSISTANCE	REFUND OF CREDIT ON ACCOUNT	\$164.26
OFFICE PEEPS	SUPPLIES	\$859.90
O'REILLY AUTOMOTIVE INC	SUPPLIES	\$200.91

OVERHEAD DOOR CO OF WTN	SERVICE	\$204.08
PAYMENTUS GROUP INC.	SERVICE	\$109.45
PERFORMANCE TOWING	SERVICE	\$420.00
PETE LIEN & SONS	BULK LIME	\$24,766.92
POLLARD WATER	SUPPLIES	\$2,305.83
POMP'S TIRE SERVICE, INC.	SERVICE	\$31.80
PRINCIPAL FINANCIAL GROUP	DENTAL INSURANCE	\$1,309.90
PRINT 'EM NOW INC	SUPPLIES	\$615.00
PRO LINE INC	SUPPLIES	\$266.88
RELIABANK DAKOTA	FLEX MED	\$6,563.97
RICE LAKE WEST	WTP EQUIPMENT REPLACEMENT	\$198,863.91
RODENBURG LAW FIRM	EMPLOYEE DEDUCTION	\$150.00
RON'S SAW SALES	SUPPLIES	\$194.98
RUNNING'S SUPPLY INC	SUPPLIES	\$802.83
SANFORD WATERTOWN OCCUPATIONAL MEDICINE	SERVICE	\$531.00
SCHAEFFER MFG CO	SUPPLIES	\$2,544.45
SCHOOL BOARD OF ED	ENERGY INCENTIVE REBATE	\$2,356.56
SD MUNICIPAL LEAGUE	TRAINING EXPENSE	\$50.00
SD ONE CALL	LOCATES	\$181.65
SENSIT TECHNOLOGIES LLC	GAS DETECTORS	\$5,309.31
SERVICEMASTER OF WATERTOWN	JANITORIAL SERVICE	\$4,120.00
SIOUX VALLEY CO-OP	FUEL, SUPPLIES	\$6,227.95
STAR LAUNDRY	SERVICE	\$634.85
STRUSS, SCOTT	ENERGY INCENTIVE REBATE	\$500.00
STUART C IRBY CO	TRANSFORMERS AS PER BID	\$89,002.00
SUBSURFACE SOLUTIONS	SUPPLIES	\$319.84
TEREX USA, LLC	SERVICE - UNIT 29	\$1,206.13
TITAN MACHINERY - ABERDEEN	SUPPLIES	\$523.83
TITAN MACHINERY- WTN	SERVICE	\$1,341.25
TOSHIBA FINANCIAL SERVICES	COPIER LEASE	\$613.53
TRAV'S OUTFITTER	SAFETY CLOTHING	\$2,915.99
USA BLUEBOOK	SUPPLIES	\$1,326.91
VAN DIEST SUPPLY COMPANY	HERBICIDE	\$10,189.55
WALMART	SUPPLIES	\$419.81
WATERTOWN DEVELOPMENT COMPANY	INDUSTRIAL DEVELOPMENT EXPENSE	\$8,690.00
WATERTOWN DEVELOPMENT COMPANY	2024 GROW WATERTOWN	\$60,000.00
WATERTOWN FORD CHRYSLER	SUPPLIES	\$379.80
WATERTOWN UNITED WAY	United Way	\$225.00
WESCO DISTRIBUTION INC	TRANSFORMERS AS PER BID	\$83,413.70
WW TIRE SERVICE INC	SUPPLIES	\$2,057.60
	TOTAL	<u>\$718,118.40</u>

Total April 2024 \$718,118.40; Transfer to City's General Fund \$120,500.00, Muni Utilities Electric Water Gas \$49,322.62; Missouri River Energy Services Power \$1,654,605.89; BP Canada Energy Marketing Natural Gas \$280,047.18; Dept. of Revenue Sales/Excise Tax \$211,174.34; CPEP #3 Natural Gas \$34,718.30, CPEP #4 Natural Gas \$21,583.75, CPEP #5 Natural Gas \$27,668.43, CPEP #3 Hedge \$47,407.50, CPEP #4 Hedge \$39,253.50, Sequent Energy Mgmt 12,389.32, City Finance Office Garbage/Sewer \$644,645.69.

ITEM 8025

The Board set date of Wednesday, May 29, 2024, at noon for May Board Meeting AND Wednesday, June 26, 2024, at noon for June Board Meeting.

Pursuant to SDCL 1-25-2(3)(4) Larkin moved with second by Brenden to move to Executive Session. The Board does not expect to take-action when they reconvene to the regular session. Motion carried.

President Carter declared Executive Session done and they reconvened to regular session.

Motion by Thomas with second by Larkin to adjourn. Motion carried.

The Watertown Municipal Utilities does not discriminate in employment opportunities or provision of services on-the basis of race, color, religion, sex, national origin, age, disability, or any other characteristic protected by law.

Dated at Watertown, South Dakota this 29th, day of April, 2024.

ATTEST: _____

Lisa Pahl
Board Secretary
Municipal Utilities Board

Christine Carter
Board President
Municipal Utilities Department

MINUTES OF MUNICIPAL UTILITIES BOARD MEETING
Wednesday, May 29th, 2024

The Municipal Utilities Board convened in regular session at the Watertown Municipal Utilities Board Room 901 Fourth Avenue SW Watertown SD on Wednesday, May 29, 2024, at 12:00 p.m. with Vice President Mike Luken presiding.

Board members present: Mike Luken, Rich Thomas and Charlie Larkin. Board Members Chris Carter and Dan Brenden absent. Board Liaison, member of City Council, Mike Danforth absent. Staff members present: Steve Lehner, Adam Karst, Bert Magstadt, Wayne Lovelis, John Lunde, Brian Benson, Mark Meier, Kevin Kruiter, Dan LeVasseur, Gina Brown, Lisa Pahl and Attorney Vince Foley.

ITEM 8026

Motion by Thomas with second by Larkin to approve the agenda. Motion carried.

ITEM 8027

Motion by Larkin with second by Thomas to approve minutes of Regular Board Meeting on April 29, 2024. Motion carried.

ITEM 8028

Public Comment - Board Member Larkin asked how much the utilities pay for the minutes to be published in the paper. The average is \$250 dollars a month.

ITEM 8029

Motion by Thomas with second by Larkin to authorize to go out for bids for drilling well #39. Motion carried.

ITEM 8030

Motion by Larken with second by Thomas to authorize General Manager to sign Professional Engineering Service Agreement with HDR for 2024 Neighborhood Projects. Motion carried.

ITEM 8031

Motion by Thomas with second by Larkin to approve change order for 3rd Ave NW (Mellette) Project Watermain Replacement for reseeding. The amount of the change order is \$12,027.45. Motion carried.

ITEM 8032

Motion by Larkin with second by Thomas to Declare as Surplus the Electric SCADA Software updates for Transmission and Distribution. Motion carried.

ITEM 8033

Open: a)Lehner invited the Board to tour the Red Rock Hydroelectric Project this summer in Pella, Iowa. Tour dates are scheduled for Wednesday, July 31, August 28,

and September 25. b) Safety Picnic is scheduled for Tuesday, June 4th, 2024, from 11:30am to 1:00 pm.

ITEM 8034

Old Business: June Board Meeting is set for Wednesday, June 26, 2024, at noon.

ITEM 8035

Magstadt presented the Report on Operations and Projects. Electric Department, Projects Completed this Month: 4 outages for a total of 24 unscheduled outages for 2024, Installed single-phase underground primary on Mayfair Dr, Installed three-phase underground primary and cabinet at Hwy 20 Dollar General. Gas Department, Projects Completed this Month: Moved 6" riser at asphalt plant, repaired 1 gopher leak south of WAPA, and Watertown achieved GOLD status on the APGA SOAR Award for 2024. Water Department, Projects Completed this Month: 0 main breaks for May. Projects Starting next month: Testing 20" water main to Mellette Booster Station, finishing Water Treatment Plant chlorine and slaker installations. Engineering Tech, Projects Completed this Month: 529 one call locates for April 2024, laying out the gas and water for the new bike trail on South Lake Dr., staking and locating other projects.

ITEM 8036

Karst presented the report on Administration and Financial Statements, Purchasing, Accounting and Facilities, Projects in Progress: AMI Grant update, the cost share changed from 45% Grant/55% WMU portion to 50%/50% split, (2) new boilers to be installed through Johnson Control starting June 10th, RFP for a new phone system is being drafted to be sent out soon, asphalt and concrete repairs to streets and private properties to start. Customer Service Projects Completed this Month: 15,403 Payments collected for a total of \$5,849,570 and 56,869 services billed for a total of \$5,142,423. Human Resources/Risk Management: Continues to assist Watertown Development Company with HR-related needs, completed interviews and began onboarding summer temps, retirement of Kevin Krutter, Purchasing, Facilities & Accounting Supervisor, posted Kevin's position - accepting applications through July 15, 2024. Information Systems: Working with Kevin on the new phone system RFP, normal monthly IT maintenance and troubleshooting along with Website Stats and top 10 webpages visited.

Statements of Revenue and Expenses and Capital Additions were presented to the Board for review. Year to date net income is \$1,017,101 above budget for the four months ending April 30th, 2024. Total Capital Additions are \$1,838,531 under budget for the four months ending April 30th, 2024.

ITEM 8037

Motion made by Luken with second by Brenden to approve the following verified salary claims and bills. Motion carried unanimously upon roll call vote. Total Watertown Municipal Utilities Net Payroll for May 2024 Plus ACH Payroll Payments \$663,029.41. Rehire: W. Sime \$17.50/hr., effective 5/6/2024, New: I. Schake \$17.50/hr., effective 5/13/2024, T. Sudenga \$18.50/hr., effective 5/13/2024, Z.

Clausen \$18.50/hr., effective 5/13/2024, D. Meland 18.50/hr., effective 5/20/2024.

Name	Payable Description	Payment Amount
June 3, 2024		
ADVANCED ENGINEERING AND ENVIRONMENTAL SERVICES, LLC	MELLETT WATERMAIN EXTENSION	\$21,633.75
AFLAC	ACCIDENT	\$1,574.10
AGWRX	SUPPLIES	\$400.00
APPLICANT PRO	SERVICE	\$236.00
AQUA-PURE INC	SODIUM TRIPOLYPHOSPHATE	\$5,000.00
AUSTIN, STRAIT, BENSON, THOLE AND KOEHN, LLP	APRIL LEGAL FEES	\$40.00
AUTO VALUE WATERTOWN	SUPPLIES	\$553.97
BENDIX IMAGING INC	SUPPLIES	\$303.99
BENSON, BRIAN	REIMBURSEMENT EXPENSE	\$182.00
BORDER STATES ELECTRIC SUPPLY	ELECTRIC METERS	\$16,775.54
BORNS GROUP	POSTAGE & MAILING	\$11,551.78
BUREAU OF ADMINISTRATION	STATE TELEPHONE NETWORK USAGE	\$147.81
CARTER, CHRISTINE	REIMBURSEMENT EXPENSE	\$304.69
CARTNEY BEARING & SUPPLY	SUPPLIES	\$104.13
CENTURY LINK	PHONE SERVICE	\$315.68
CHASE CARDMEMBER SERVICE	CREDIT CARD	\$4,827.71
CHILD SUPPORT PAYMENT CENTER	EMPLOYEE DEDUCTION: CHILD SUPPORT	\$750.00
CITY OF WATERTOWN	ENERGY INCENTIVE REBATE	\$51,482.30
CODINGTON COUNTY REGISTER OF DEEDS	EASEMENT	\$39.00
CODINGTON-CLARK ELECTRIC COOPERATIVE INC	WELLFIELD ELECTRIC SERVICE	\$6,350.64
CONNECTING POINT	SOFTWARE MAINTENANCE	\$1,268.60
CORE & MAIN LP	SUPPLIES	\$17,238.16
CREDIT COLLECTIONS BUREAU	COLLECTIONS	\$112.33
CRESCENT ELECTRIC SUPPLY CO	SUPPLIES	\$1,232.44
DAKOTA DATA SHRED	SHREDDING SERVICE	\$82.91
DAKOTA DIRECTIONAL LLC	SERVICES - PRIMARY, SECONDARY, STREET LIGHTS, ESCA	\$147,389.77
DAKOTA RIGGERS & TOOL	SUPPLIES	\$834.68
DEPARTMENT OF HEALTH	WATER SAMPLES	\$444.00
DSG DAKOTA SUPPLY GROUP	SUPPLIES	\$1,892.53
DUININCK INC	SERVICE - WATER MAIN EXTENSION	\$108,935.08
DYNAMIC DENTAL	ENERGY INCENTIVE REBATE	\$2,354.00
ENERGY LABORATORIES INC	WATER TESTING	\$1,492.00
ETHANOL PRODUCTS LLC	BULK CO2	\$1,385.04
FASTENAL COMPANY	SUPPLIES	\$474.25
FASTENER SOLUTIONS INC	SUPPLIES	\$546.00
FIDELITY SECURITY LIFE INSURANCE CO. (EYEMED)	VISION INSURANCE	\$157.50
FOLEY AND FOLEY LAW OFFICE, PC	APRIL LEGAL FEES	\$1,224.50
FORTNA EQUIPMENT CO	SUPPLIES	\$212.00
GANNETT MEDIA CORP	PUBLISHERS	\$435.95
GROEBNER	METER LOOPS	\$16,787.72
HAWKINS, INC.	HYDROFLUOSILICIC ACID	\$17,650.36
IBEW LOCAL 426	UNION DUES	\$4,302.00
INTERSTATE ALL BATTERY CENTER	SUPPLIES	\$335.00
ITRON INC	HARDWARE/SOFTWARE MAINTENANCE	\$12,503.66
J H LARSON COMPANY	SUPPLIES	\$2,058.39
JURGENS PRINTING INC	SUPPLIES	\$445.00
JUSTIN'S LAWN & TREE SERVICE	SERVICE	\$600.00
KEY CONTRACTING INC	SERVICE - 115KV SWITCH WORK	\$20,355.50
LEHNER, STEVE	REIMBURSEMENT EXPENSE	\$144.72
LOVELIS, WAYNE	REIMBURSEMENT EXPENSE	\$352.00
LUNDE, JOHN	REIMBURSEMENT EXPENSE	\$2,112.83
MACKSTEEL WAREHOUSE INC	SUPPLIES	\$65.74
MAC'S HARDWARE	SUPPLIES	\$429.12
MAGSTADT, BERT	REIMBURSEMENT EXPENSE	\$3,090.69
MATHESON TRI-GAS INC	SUPPLIES	\$218.39
MCKEEVER INC	SUPPLIES	\$210.00
MENARDS INC	SUPPLIES	\$1,392.75
MENNENGA, SHEILA	REIMBURSEMENT EXPENSE	\$385.42
MET LIFE	LIFE INSURANCE	\$1,678.08
MIDCONTINENT COMMUNICATIONS	INTERNET & CABLE SERVICE	\$203.39
MILBANK WINWATER WORKS	SUPPLIES	\$537.99
MISSOURI RIVER ENERGY SERVICES	SERVICE	\$333.50
MITCHELL REPAIR INFORMATION COMPANY, LLC	2024 SUBSCRIPTION	\$2,880.00
MORTON BUILDING INC	ENERGY INCENTIVE REBATE	\$861.21
MUNICIPAL UTILITIES - PC	REPLENISH PETTY CASH	\$477.64
MUNICIPAL UTILITIES-NSF CHECK ACCO	REIMBURSE NSF FUND	\$2,974.55
MUNICIPAL UTILITIES-REFUND ACCT	REFUNDS OF CREDITS ON ACCOUNTS	\$6,998.62
NAPA CENTRAL	SUPPLIES	\$917.35
NORTHWEST PIPE FITTINGS INC	SUPPLIES	\$1,059.70
NOVASPECT, INC.	SUPPLIES	\$258.58
OFFICE PEEPS	SUPPLIES	\$654.91
O'REILLY AUTOMOTIVE INC	SUPPLIES	\$29.99

PAYMENTUS GROUP INC.	SERVICE	\$89.55
PETE LIEN & SONS	BULK LIME	\$23,558.60
POMP'S TIRE SERVICE, INC.	SUPPLIES - UNIT 43	\$667.52
PRINCIPAL FINANCIAL GROUP	DENTAL INSURANCE	\$1,309.90
RC FIRST AID	SUPPLIES	\$119.00
REDLINGER BROS PLUMBING & HEATING	SUPPLIES	\$24.70
RELIABANK DAKOTA	FLEX MED	\$6,563.97
RESCO	ELBOW ARRESTORS	\$6,307.68
REVOLT ELECTRICAL SERVICES INC.	MAINTENANCE & TESTING ON TRANSFORMERS	\$17,730.00
RICE LAKE WEST	WTP EQUIPMENT REPLACEMENT	\$143,586.33
RODENBURG LAW FIRM	EMPLOYEE DEDUCTION	\$150.00
RUNNING'S SUPPLY INC	SUPPLIES	\$216.24
SANFORD WATERTOWN OCCUPATIONAL MEDICINE	SERVICE	\$49.00
SD PUBLIC UTILITIES COMMISSION	PIPELINE SAFETY ASSESSMENT	\$7,135.93
SERVICEMASTER OF WATERTOWN	JANITORIAL SERVICE	\$4,120.00
SIOUX VALLEY CO-OP	FUEL, SUPPLIES	\$8,056.22
STAN HOUSTON EQUIP CO	SUPPLIES	\$937.80
STAR LAUNDRY	SERVICE	\$603.41
STROMSETH DIRT WORKS LLC	SUPPLIES	\$1,068.00
STUART C IRBY CO	TRANSFORMERS AS PER BID	\$48,983.27
TEREX USA, LLC	SUPPLIES	\$1,415.45
TERRY-DURIN CO.	SUPPLIES	\$2,842.95
TITAN MACHINERY- WTN	SERVICE - UNIT 25	\$1,205.73
TITAN MACHINERY-SF	SUPPLIES	\$2,477.80
TOSHIBA FINANCIAL SERVICES	COPIER LEASE	\$320.00
TRAV'S OUTFITTER	SAFETY CLOTHING	\$831.00
USA BLUEBOOK	SUPPLIES	\$501.67
WATERTOWN DEVELOPMENT COMPANY	INDUSTRIAL DEVELOPMENT EXPENSE	\$8,690.00
WATERTOWN LAWN & GARDEN	SUPPLIES	\$72.00
WATERTOWN UNITED WAY	United Way	\$225.00
WATERTOWN WHOLESALE INC	SUPPLIES	\$181.65
WESCO DISTRIBUTION INC	TRANSFORMERS AS PER BID	\$134,014.75
WINSUPPLY OF WATERTOWN	SUPPLIES	\$238.66
	TOTAL	\$937,883.41

Total May 2024 \$937,883.41; Transfer to City's General Fund \$120,500.00, Muni Utilities Electric Water Gas \$46,749.92; Missouri River Energy Services Power \$1,511,978.05; BP Canada Energy Marketing Natural Gas \$75,637.80; Dept. of Revenue Sales/Excise Tax \$212,993.12; CPEP #3 Natural Gas \$13,156.50, CPEP #4 Natural Gas \$21,228.00, CPEP #5 Natural Gas \$11,580.00, CPEP #3 Hedge \$23,210.01, CPEP #4 Hedge \$17,823.08, Sequent Energy Mgmt \$80,454.00, City Finance Office Garbage/Sewer \$659,547.03.

ITEM 8038

Motion by Larkin with second by Thomas to adjourn. Motion carried.

The Watertown Municipal Utilities does not discriminate in employment opportunities or provision of services on-the basis of race, color, religion, sex, national origin, age, disability, or any other characteristic protected by law.

Dated at Watertown, South Dakota this 29th, day of May, 2024.

ATTEST: _____

Lisa Pahl
Board Secretary
Municipal Utilities Board

Michael Luken
Board Vice President
Municipal Utilities Department

MINUTES OF MUNICIPAL UTILITIES BOARD MEETING
Wednesday, June 26th, 2024

The Municipal Utilities Board convened in regular session at the Watertown Municipal Utilities Board Room 901 Fourth Avenue SW Watertown SD on Wednesday, June 26th, 2024, at 12:00 p.m. with President Chris Carter presiding.

Board members present: Chris Carter, Mike Luken, Dan Brenden, Rich Thomas and Charlie Larkin. Board Liaison, member of City Council, Mike Danforth absent. Staff members present: Steve Lehner, Adam Karst, Bert Magstadt, Wayne Lovelis, Brian Benson, Mark Meier, Kevin Krüter, Dan LeVasseur, Gina Brown, Lisa Pahl, Attorney Vince Foley and Roger Whittle, KXLG Radio.

ITEM 8039

Motion by Luken with second by Brenden to approve the agenda. Motion carried.

ITEM 8040

Motion by Larkin with second by Thomas to approve minutes of Regular Board Meeting on May 29th, 2024. Motion carried.

ITEM 8041

Public Comment - None

ITEM 8042

This being the time and place set for consideration of bids, the following was presented. Bids for a Trailer Mounted Valve Exerciser/Vac Combination unit for the Water Department. These bids were opened on June 20th, 2024, at 1:30 PM by the Watertown Municipal Utilities Staff as authorized by the Board.

Trailer Mounted Valve Exerciser/Vac Combination Unit: Two bids were received and upon review and recommendation by Magstadt, motion by Thomas with second by Larkin to award bid to low valid bidder Core & Main, Sioux Falls, SD for \$83,470.00. Motion carried.

ITEM 8043

Motion by Brenden with second with Luken to declare as surplus Unit #8 Truck Asset 1389. Motion carried.

ITEM 8044

Open: a) Two-sided bill stuffer Cookin' on Kampeska and Preventing Storm Water Pollution. b) Lehner and Carter gave an update on the MRES Annual Meeting that was held May 8-9 in Sioux Falls, SD. Some topics addressed were Pursuing Resilience in the Face of Adversity, Cybersecurity, Year in Review, President & CEO Report, Preference Power Update, Collective Resilience in Federal Engagement, Achieving Transformation: Acknowledging, Assessing and Surviving Change. c) Lehner gave an update on the MECA meeting he attended in Breckenridge, CO, on June 18-20. Review of Quarterly Financials, Audit Report, Spring meeting dates set, Update from Western

Area Power, WAPA upper great plains region, USBR title transfer and USACE discussion.

ITEM 8045

Magstadt presented the Report on Operations and Projects. Electric Department, May 30th had an outage on Hwy 20 and 4th Ave it occurred from a small smoldering cinder fire from an arc that weakened the cross arm, PME Switchgear failed on June 23 by Dakota Bank and it took out the whole east substation, New Digger Derrick arrived. Gas Department, Projects in Progress: Changed out 93 periodic residential gas meters, relocated 3" main to extend bike trail on S. Lake Dr. Water Department, Projects in Progress: Vault top for 20" project by Mellette Water Tower. Engineering Tech, Projects Completed this Month: 581 one call locates for May 2024, laying out the gas and water for the new bike trail on South Lake Dr., working on plans for 5th St project, staking and locating other projects.

ITEM 8046

Karst presented the report on Administration and Financial Statements, Purchasing, Accounting and Facilities, Projects in Progress: Two new boilers are being installed through Johnson Controls, RFP for a new phone system has been sent out. Customer Service Projects Completed this Month: 15,098 Payments collected for a total of \$5,598,300 and 57,175 services billed for a total of \$4,418,265. Human Resources/Risk Management: Completed and submitted property and liability insurance renewal packet (for August 2024 renewal), beginning to work on 2025 payroll and insurance budgets, including wage survey for salaried and hourly position, completed onboarding summer temps and retirement of Sheila Mennenga HR and Risk Coordinator. Information Systems: Working with Kevin on the new phone system RFP, normal monthly IT maintenance and troubleshooting along with Website Stats and top 10 webpages visited.

Statements of Revenue and Expenses and Capital Additions were presented to the Board for review. Year to date net income is \$1,323,569 above budget for the five months ending May 31st, 2024. Total Capital Additions are \$2,913,983 under budget for the five months ending May 31st, 2024.

ITEM 8047

Motion made by Luken with second by Brenden to approve the following verified salary claims and bills. Motion carried unanimously upon roll call vote. Total Watertown Municipal Utilities Net Payroll for June 2024 Plus ACH Payroll Payments \$724,436.83. Change: N. Frost \$38.18/hr., effective 5/29/2024, New: S. Karst \$16.00/hr., effective 5/28/2024, G. Jurgens \$18.50/hr., effective 5/28/2024, L. Williams \$18.50/hr., effective 6/4/2024.

Name	Payable Description	Payment Amount
JULY 1, 2024		
#1 WELDING PORTABLE WELDING & FABRICATION	SERVICE	\$75.00
ABC EMBROIDERY	SERVICE	\$19.80
ACTIVE HEATING INC	ENERGY INCENTIVE REBATE	\$200.00
ADV. ENGINEERING AND ENVIRON./ SERVICES, LLC	MELLETTTE WATERMAIN EXTENSION	\$11,176.50

AFLAC	ACCIDENT	\$1,574.10
A-OX WELDING SUPPLY INC	SUPPLIES	\$572.61
APPLICANT PRO	SERVICE	\$472.00
APPLIED INDUSTRIAL TECH INC	SUPPLIES	\$726.84
ARROW EDUCATION FOUNDATION OFFICE	HARVEST 2024	\$1,000.00
AUTO VALUE WATERTOWN	SUPPLIES	\$536.97
BORDER STATES ELECTRIC SUPPLY	TRANSFORMERS	\$55,819.98
BORNS GROUP	POSTAGE & MAILING	\$10,604.59
BUREAU OF ADMINISTRATION	STATE TELEPHONE NETWORK USAGE	\$245.91
CARTNEY BEARING & SUPPLY	SUPPLIES	\$356.95
CENTURY LINK	PHONE SERVICE	\$315.68
CHAMBERS, TODD	REIMBURSEMENT EXPENSE	\$500.00
CHASE CARDMEMBER SERVICE	CREDIT CARD	\$3,746.93
CHILD SUPPORT PAYMENT CENTER	EMPLOYEE DEDUCTION: CHILD SUPPORT	\$750.00
CITY OF WATERTOWN	MISCELLANEOUS FEES	\$48.30
CODINGTON-CLARK ELECTRIC COOPERATIVE INC	WELLFIELD ELECTRIC SERVICE	\$6,600.16
CONNECTING POINT	SOFTWARE MAINTENANCE	\$4,154.75
CORE & MAIN LP	TAPPING VALVES & SLEEVES	\$13,690.59
CREDIT COLLECTIONS BUREAU	COLLECTIONS	\$675.50
DAKOTA DATA SHRED	SHREDDING SERVICE	\$82.91
DAKOTA DIRECTIONAL LLC	SERVICE - MULTIPLE ELECTRIC PROJECTS	\$293,711.27
DANR	2025 ENVIRONMENTAL FEE	\$7,000.00
DE NORA WATER TECHNOLOGIES	SUPPLIES	\$1,545.65
DIAMOND VOGEL PAINT CENTER	SUPPLIES	\$125.38
DISCOUNT SEEDS, INC.	SUPPLIES	\$720.00
DSG DAKOTA SUPPLY GROUP	TRANSFORMERS AS PER BID	\$131,865.07
DTN, LLC	SUBSCRIPTION	\$2,761.50
DUININCK INC	SERVICE - WATERMAIN EXTENSION	\$522,023.69
EASTSIDE EQUIPMENT	KABOTA TRACTOR PER SOURCEWELL BID	\$29,122.34
ELEMENT MATERIALS TECHNOLOGY	SERVICE	\$530.00
ELMIRA TOWNSHIP	PERMIT	\$500.00
ENERGY ECONOMICS INC	METER	\$25,181.33
ENVIRON. SYSTEMS RESEARCH INSTITUTE, INC	SUBSCRIPTION	\$110.00
ETHANOL PRODUCTS LLC	BULK CO2	\$3,198.60
FARWEST LINE SPECIALTIES, LLC	SUPPLIES	\$155.02
FASTENAL COMPANY	SUPPLIES	\$114.38
FEDERAL EXPRESS CORP	SERVICE	\$199.98
FERGUSON ENTERPRISES, LLC	SUPPLIES FOR MELLETTE PROJ. - AS PER BID	\$55,622.00
FIDELITY SECURITY LIFE INSURANCE CO. (EYEMED)	VISION INSURANCE	\$157.50
FOLEY AND FOLEY LAW OFFICE, PC	MAY LEGAL FEES	\$975.00
GANNETT MEDIA CORP	PUBLISHINGS	\$692.29
GRAF SIGN PRO OF WATERTOWN LLC	SUPPLIES	\$188.75
GRAINGER	SUPPLIES	\$208.93
HARTWIG HEATING	SERVICE - UPTOWN LOCATION	\$5,680.00
HAWKINS, INC.	AZONE 15	\$31,654.74
IBEW LOCAL 426	UNION DUES	\$4,306.00
J H LARSON COMPANY	WIRE	\$6,283.11
JOE MEDANICH ASPHALT SERVICES	ASPHALT SERVICE	\$15,560.74
JOHNSON CONTROLS INC	BOILER(2) PROJECT	\$62,163.10
JORGENSON & OLSON ASPHALT MAINT., LLC	ASPHALT SERVICE	\$9,247.59
JUSTICE FIRE & SAFETY	FIRE EXT. INSPECTION	\$7,005.00
JUSTIN'S LAWN & TREE SERVICE	SERVICE	\$125.00
KARST, ADAM	REIMBURSEMENT EXPENSE	\$88.43
KRUITER, KEVIN	REIMBURSEMENT EXPENSE	\$1,500.00
LEHNER, STEVE	REIMBURSEMENT EXPENSE	\$332.14
LOCATORS & SUPPLIES INC	SUPPLIES	\$887.27
LOVELIS, WAYNE	REIMBURSEMENT EXPENSE	\$28.14

LUNDE, JOHN	REIMBURSEMENT EXPENSE	\$1,367.85
M E BARBER CO INC	SUPPLIES	\$279.96
MACKSTEEL WAREHOUSE INC	SUPPLIES	\$212.33
MAC'S HARDWARE	SUPPLIES	\$936.90
MAGSTADT, BERT	REIMBURSEMENT EXPENSE	\$184.92
MATHESON TRI-GAS INC	SUPPLIES	\$224.48
MCKEEVER INC	SUPPLIES	\$315.00
MENARDS INC	SUPPLIES	\$1,241.37
MENNENGA, SHEILA	REIMBURSEMENT EXPENSE	\$591.20
MESA PRODUCTS INC	SUPPLIES	\$1,314.86
MET LIFE	LIFE INSURANCE	\$1,678.08
MIDCONTINENT COMMUNICATIONS	INTERNET & CABLE SERVICE	\$203.39
MILBANK WINWATER WORKS	SUPPLIES	\$767.65
MISSOURI RIVER ENERGY SERVICES	TRAINING EXPENSE	\$75.00
MUNICIPAL UTILITIES - PC	REPLENISH PETTY CASH	\$527.45
MUNICIPAL UTILITIES-NSF CHECK ACCO	REIMBURSE NSF FUND	\$1,075.88
MUNICIPAL UTILITIES-REFUND ACCT	REFUNDS OF CREDITS ON ACCOUNTS	\$13,964.63
NAPA CENTRAL	SUPPLIES	\$253.41
NORTHWEST PIPE FITTINGS INC	SUPPLIES	\$310.89
NOVASPECT, INC.	SUPPLIES	\$2,254.42
OFFICE PEEPS	SUPPLIES	\$295.42
PAYMENTUS GROUP INC.	SERVICE	\$59.70
PETE LIEN & SONS	BULK LIME	\$31,233.80
POMP'S TIRE SERVICE, INC.	SUPPLIES	\$270.27
PRINCIPAL FINANCIAL GROUP	DENTAL INSURANCE	\$1,309.90
REEDE CONSTRUCTION INC.	REFUND OF CREDIT ON ACCOUNT	\$1,889.80
RELIABANK DAKOTA	FLEX MED	\$6,563.97
RESCO	CT METERS	\$2,159.08
RIPLEY ACRES	SUPPLIES	\$596.00
RISING STAR HYDRAULICS	SUPPLIES	\$217.00
RODENBURG LAW FIRM	EMPLOYEE DEDUCTION	\$150.00
RUNNING'S SUPPLY INC	SUPPLIES	\$2,060.77
SANFORD WATERTOWN OCCUPATIONAL MEDICINE	SERVICE	\$286.00
SANITATION PRODUCTS INC	DUMP TRUCK PER SOURCEWELL BID	\$151,087.00
SCHOOL BOARD OF ED	ENERGY INCENTIVE REBATE	\$8,679.19
SCOTT ENGINEERING CO	SERVICE	\$1,600.00
SD ONE CALL	LOCATES	\$1,197.00
SD PUBLIC ASSURANCE ALLIANCE	INSURANCE - NEW DIGGER DERRICK	\$641.00
SENTRY, LLC	ENERGY INCENTIVE REBATE	\$5,159.00
SERVICEMASTER OF WATERTOWN	JANITORIAL SERVICE	\$4,120.00
SIOUX VALLEY CO-OP	FUEL, SUPPLIES	\$8,522.15
SPEE-DEE DELIVERY SERVICE INC	SERVICE	\$87.15
STAN HOUSTON EQUIP CO	RENTAL	\$1,897.38
STAR LAUNDRY	SERVICE	\$553.36
STUART C IRBY CO	TRANSFORMERS AS PER BID	\$97,224.53
SUTTON LAWN & SNOW LLC	LAWN CARE	\$3,039.00
TAECKER PLUMBING & HEATING	SERVICE	\$477.48
TECHNICOLOR SCREEN PRINTING INC.	SUPPLIES	\$1,233.08
TEREX USA, LLC	DIGGER DERRICK PER SOURCEWELL BID	\$324,800.36
TERRY-DURIN CO.	SUPPLIES	\$5,148.03
TITAN MACHINERY - ABERDEEN	SUPPLIES	\$243.52
TITAN MACHINERY- WTN	SERVICE - UNIT 25	\$12,119.72
TOSHIBA FINANCIAL SERVICES	COPIER LEASE	\$699.77
TRAV'S OUTFITTER	SAFETY CLOTHING	\$1,013.96
ULINE INC	SUPPLIES	\$111.49
USA BLUEBOOK	SUPPLIES	\$740.07
VESSCO INC	SLAKER PACKAGE AS PER BID	\$155,008.50

WATERTOWN DEVELOPMENT COMPANY	INDUSTRIAL DEVELOPMENT EXPENSE	\$8,690.00
WATERTOWN FORD CHRYSLER	SUPPLIES	\$179.84
WATERTOWN RADIO/ALPHAMEDIA USA, LLC	ADVERTISING	\$630.00
WATERTOWN UNITED WAY	United Way	\$225.00
WESCO DISTRIBUTION INC	WIRE AS PER BID	\$154,603.99
WW GOETSCH	SUPPLIES	\$1,835.84
	TOTAL	\$2,361,954.80

Total June 2024 \$2,361,954.80; Transfer to City's General Fund \$120,500.00, Muni Utilities Electric Water Gas \$41,821.47; Missouri River Energy Services Power \$1,451,656.02; BP Canada Energy Marketing Natural Gas \$75,581.10; Dept. of Revenue Sales/Excise Tax \$172,045.65; CPEP #3 Natural Gas \$5,354.48, CPEP #4 Natural Gas \$8,463.00, CPEP #5 Natural Gas \$11,479.30, CPEP #3 Hedge \$10,035.45, CPEP #4 Hedge \$6,809.85, Finance Office Garbage/Sewer \$664,539.22.

ITEM 8048

Lehner requested reorganization of the Board. Motion by Carter with second from Thomas to appoint Michael Luken as Board President. Motion carried. Motion by Carter with second by Larkin to appoint Dan Brenden as Board Vice President. Motion carried. Board President will appointment committees at next month's meeting.

ITEM 8049

Pursuant to SDCL 1-25-2(3)Carter moved with second by Larkin to move to Executive Session. The Board does not expect to take-action when they reconvene to the regular session. Motion carried.

President Luken declared Executive Session done and they reconvened to regular session.

Motion by Larkin with second by Brenden to adjourn. Motion carried.

The Watertown Municipal Utilities does not discriminate in employment opportunities or provision of services on-the basis of race, color, religion, sex, national origin, age, disability, or any other characteristic protected by law.

Dated at Watertown, South Dakota this 26th, day of June,2024.

ATTEST: _____

Lisa Pahl
Board Secretary
Municipal Utilities Board

Michael Luken
Board President
Municipal Utilities Department

MINUTES OF MUNICIPAL UTILITIES BOARD MEETING
Monday, July 29th, 2024

The Municipal Utilities Board convened in regular session at the Watertown Municipal Utilities Board Room 901 Fourth Avenue SW Watertown SD on Monday, July 29th, 2024, at 12:00 p.m. with President Mike Luken presiding.

Board members present: Mike Luken, Dan Brenden, Rich Thomas, Charlie Larkin and Chris Carter. Board Liaison, member of City Council, Mike Danforth and Staff members present: Steve Lehner, Adam Karst, Bert Magstadt, Wayne Lovelis, Brian Benson, Mark Meier, Kevin Krutter, Dan LeVasseur, Gina Brown, Lisa Pahl, Attorney Vince Foley and Roger Whittle, KXLG Radio.

ITEM 8050

Motion by Larkin with second by Thomas to approve the agenda with one change by removing Item 5, Big Sioux CREP update. Motion carried. This item will be presented at the August 26, 2024, Board Meeting.

ITEM 8051

Motion by Brenden with second by Carter to approve minutes of Regular Board Meeting on June 26th, 2024. Motion carried.

ITEM 8052

Public Comment - None

ITEM 8053

Motion by Thomas with second by Brenden to authorize General Manager to sign agreement with Midcontinent Communications for phone service. Motion carried.

ITEM 8054

Motion by Carter with second by Larkin to authorize General Manager to Sign agreement with Convergent to convert alarm system from phone to internet base. Motion carried.

ITEM 8055

This being the time and place set for consideration of bids, the following was presented. Bids for Redrill of Well #39 for the Water Department and Switchgear for Electric Department. These bids were opened on July 25, 2024, at 1:30 PM by the Watertown Municipal Utilities Staff as authorized by the Board.

Redrill of Well #39: One bid was received and upon review and recommendation by Magstadt, motion by Larkin with second by Thomas to reject bid because of the price. Motion carried.

Switchgear: Two bids were received and upon review and recommendation by Magstadt, motion by Thomas with second by Larkin to accept low valid bid with Irby Utilities, Burnsville, MN, for the amount of \$146,510.00. Motion carried.

ITEM 8056

Motion by Carter with second by Larkin to return check to unsuccessful bidder.
Motion carried.

ITEM 8057

Open: a) Missouri River Energy Services (MRES) and Watertown Municipal Utilities are celebrating Watertown's 50th Anniversary as a valued member of their organization since 1974.

ITEM 8058

Board President Luken presented the Board Committees with a change as showing with Rich Thomas to Cybersecurity and Chris Carter to Wages & Personnel.

MUNICIPAL UTILITIES BOARD COMMITTEES

2024-2025

CYBERSECURITY	Rich Thomas	Charlie Larkin
RATES & TRANSFERS	Rich Thomas	Dan Brenden
WAGES & PERSONNEL	Dan Brenden	Chris Carter
PEDIB (Production, Equip., Distribution, Inventory & Bldgs.	Charlie Larkin	Chris Carter

FINANCE: All with Mike Luken as Chairman
First named member to be Chairman of Committee

ITEM 8059

Magstadt presented the Report on Operations and Projects. Electric Department, 13 outages for the month for a total of 44 total unscheduled outages in 2024. Installing 750 MCM cable through Eastwood area and pulling poles. Gas Department, Projects in Progress: Changed out 54 gas meters for the month, replaced 200' of 1-1/4" steel main and 5 services in Highrise Tower Apts. alley for street project, Installed and tied in 1,200' of 4" main at Dakota Commons. Water Department, Projects in Progress: 1 water main break for a total of 8 through 2024, repaired 2 hydrants and replaced 1. Engineering Tech, Projects Completed this Month: 512 one call locates for June 2024, locating and staking for street projects.

ITEM 8060

Karst presented the report on Administration and Financial Statements, Purchasing, Accounting and Facilities, Projects in Progress: (2) new boilers are being installed and estimated to be completed by the end of July, RFP's for a new phone system have been received and finalized, Work on budget items for 2025. Customer Service: 14,992 Payments Collected Totaling \$5,140,08 57,465 Services Billed, for a Total Billing of \$4,817,640. Human Resources/Risk Management: Continue work on 2025 payroll and insurance budgets, including wage survey for salaried and hourly positions, completed interviews for Purchasing, Facilities & Accounting Supervisor position - received 11 applications and interviewed 5 people - decision should be made by the end of this month, Retirement - John Lunde, Gas Superintendent and Retirement of Sheila Mennenga, HR/Risk Coordinator. Information Systems: 2025 budget planning, preparing new phone system, normal monthly IT maintenance and troubleshooting along with Website Stats and top 10 webpages visited.

Statements of Revenue and Expenses and Capital Additions were presented to the Board for review. Year to date net income is \$1,368,701 above budget for the six months ending June 30th, 2024. Total Capital Additions are \$2,231,345 under budget for the six months ending June 30th, 2024.

ITEM 8061

Motion made by Larkin with second by Carter to approve the following verified salary claims and bills. Motion carried unanimously upon roll call vote. Total Watertown Municipal Utilities Net Payroll for July 2024 Plus ACH Payroll Payments \$683,044.33.

Name	Payable Description	Payment Amount
JULY 23, 2024		
ABC EMBROIDERY	SERVICE	\$4.95
ACTIVE HEATING INC	ENERGY INCENTIVE REBATE	\$200.00
ADV. ENGINEERING AND ENVIR. SERVICES, LLC	MELLETTTE WATERMAIN EXTENSION	\$1,902.00
AFLAC	ACCIDENT	\$1,574.10
A-OX WELDING SUPPLY INC	SUPPLIES	\$28.14
APPLICANT PRO	SERVICE	\$236.00
AQUA-PURE INC	SODIUM TRIPOLYPHOSPHATE	\$7,525.00
AUTO BODY SPECIALTIES	SUPPLIES	\$534.20
AUTO VALUE WATERTOWN	SUPPLIES	\$676.69
BASIN CONSTRUCTION & DRAIN TILE, LLC	SERVICE	\$3,643.88
BENDIX IMAGING INC	SUPPLIES	\$375.97
BORDER STATES ELECTRIC SUPPLY	3 PHASE FAULT INDICATORS	\$22,306.69
BORNS GROUP	POSTAGE & MAILING	\$9,316.40
BUREAU OF ADMINISTRATION	STATE TELEPHONE NETWORK USAGE	\$113.86
CENTURY LINK	PHONE SERVICE	\$276.00
CHASE CARDMEMBER SERVICE	CREDIT CARD	\$2,554.87
CHILD SUPPORT PAYMENT CENTER	EMPLOYEE DEDUCTION: CHILD SUPP.	\$750.00
CITY OF WATERTOWN	DONATION	\$2,000.00
CODINGTON COUNTY REGISTER OF DEEDS	EASEMENT	\$46.00
CODINGTON-CLARK ELECTRIC COOP. INC	WELLFIELD ELECTRIC SERVICE	\$6,339.04
CONNECTING POINT	SOFTWARE MAINTENANCE	\$859.10
CONTINENTAL SAFETY EQUIP	SUPPLIES	\$402.00

CORE & MAIN LP	SUPPLIES	\$18,005.87
CREDIT COLLECTIONS BUREAU	COLLECTIONS	\$51.33
CRESCENT ELECTRIC SUPPLY CO	SUPPLIES	\$185.11
DAKOTA DATA SHRED	SHREDDING SERVICE	\$82.91
DAKOTA DIRECTIONAL LLC	SERVICE - MULTIPLE ELECTRIC PROJ.	\$239,104.59
DAKOTA RIGGERS & TOOL	SUPPLIES	\$4,607.16
DEPARTMENT OF HEALTH	WATER SAMPLES	\$2,527.00
DSG DAKOTA SUPPLY GROUP	TRANSFORMERS AS PER BID	\$157,616.03
DTN, LLC	SUBSCRIPTION	\$552.30
DUININCK INC	GRAVEL, DIRT	\$5,377.60
ELECTRIC MOTORS & MOORE INC	SUPPLIES	\$182.00
ETHANOL PRODUCTS LLC	BULK CO2	\$1,211.88
FARWEST LINE SPECIALTIES, LLC	SUPPLIES	\$1,951.50
FEDERAL EXPRESS CORP	SERVICE	\$97.50
FIDELITY SECURITY LIFE INS. CO. (EYEMED)	VISION INSURANCE	\$157.50
FOLEY AND FOLEY LAW OFFICE, PC	JUNE LEGAL FEES	\$1,087.50
G & R CONTROLS INC.	SERVICE	\$310.75
GANNETT MEDIA CORP	PUBLISHINGS	\$902.59
GRAINGER	SUPPLIES	\$71.19
HAWKINS, INC.	AZONE 15	\$21,297.80
HDR ENGINEERING INC	SERVICE - WATERMAIN STREET PROJ.	\$5,560.00
IBEW LOCAL 426	UNION DUES	\$4,349.00
INDUSTRIAL SALES COMPANY, INC	RISERS	\$635.16
IOWA LEAGUE OF CITIES	SERVICE	\$150.00
J H LARSON COMPANY	SUPPLIES	\$2,731.10
JOHNSON CONTROLS INC	BOILER (2) PROJECT	\$12,673.87
KARST, ADAM	REIMBURSEMENT EXPENSE	\$940.00
KXLG RADIO	ADVERTISING	\$595.00
LEHNER, STEVE	REIMBURSEMENT EXPENSE	\$287.96
LOCATORS & SUPPLIES INC	SPRAY PAINT	\$4,762.14
LUNDE, JOHN	REIMBURSEMENT EXPENSE	\$851.35
MACKSTEEL WAREHOUSE INC	SUPPLIES	\$101.21
MAC'S HARDWARE	SUPPLIES	\$259.56
MAGSTADT, BERT	REIMBURSEMENT EXPENSE	\$581.56
MARCO TECHNOLOGIES LLC	MFILES CONTRACT	\$11,854.20
MATHESON TRI-GAS INC	SUPPLIES	\$218.39
MCKEEVER INC	SUPPLIES	\$315.00
MENARDS INC	SUPPLIES	\$1,270.38
MET LIFE	LIFE INSURANCE	\$1,678.08
MIDCONTINENT COMMUNICATIONS	INTERNET & CABLE SERVICE	\$203.39
MILBANK WINWATER WORKS	SUPPLIES	\$2,188.54
MINNESOTA MUNICIPAL UTILITIES ASSN	SAFETY PROGRAM	\$10,797.50
MISSOURI RIVER ENERGY SERVICES	TRAINING EXPENSE	\$40.00
MUELLER CO	GAS METER VALVES	\$7,808.41
MUNICIPAL UTILITIES - PC	REPLENISH PETTY CASH	\$239.52
MUNICIPAL UTILITIES-NSF CHECK ACCO	REIMBURSE NSF FUND	\$2,243.53
MUNICIPAL UTILITIES-REFUND ACCT	REFUNDS OF CREDITS ON ACCOUNTS	\$18,823.10
MUTH ELECTRIC INC	SERVICE	\$142.86
NAPA CENTRAL	SUPPLIES	\$73.91
NORTHWEST PIPE FITTINGS INC	SUPPLIES	\$1,905.34

OFFICE PEEPS	SUPPLIES	\$825.42
PAYMENTUS GROUP INC.	SERVICE	\$109.45
PETE LIEN & SONS	BULK LIME	\$28,138.14
POMP'S TIRE SERVICE, INC.	SUPPLIES	\$493.16
PRINCIPAL FINANCIAL GROUP	DENTAL INSURANCE	\$1,309.90
PRO LINE INC	SUPPLIES	\$459.52
RC FIRST AID	SUPPLIES	\$46.00
RELIABANK DAKOTA	FLEX MED	\$6,563.97
RESCO	ELBOWS	\$8,276.50
RICE LAKE WEST	WTP EQUIPMENT REPLACEMENT	\$319,978.35
RODENBURG LAW FIRM	EMPLOYEE DEDUCTION	\$150.00
RON'S SAW SALES	SERVICE	\$310.92
RUNNING'S SUPPLY INC	SUPPLIES	\$282.11
SANFORD WTN OCCUPATIONAL MEDICINE	SERVICE	\$271.00
SD ONE CALL	LOCATES	\$559.65
SDSU FOUNDATION ACCT #70507	CENTER FOR POWER SYS. STUDIES	\$400.00
SENSAPHONE	SERVICE	\$299.40
SERVICEMASTER OF WATERTOWN	JANITORIAL SERVICE	\$4,120.00
SIOUX VALLEY CO-OP	FUEL, SUPPLIES	\$8,428.16
STAN HOUSTON EQUIP CO	SUPPLIES	\$4,317.29
STAR LAUNDRY	SERVICE	\$558.85
STROMSETH DIRT WORKS LLC	SUPPLIES	\$1,068.00
STUART C IRBY CO	SUPPLIES	\$231.98
SUBSURFACE SOLUTIONS	SUPPLIES	\$360.00
SUTTON LAWN & SNOW LLC	LAWN CARE	\$3,183.00
T & R ELECTRIC SUPPLY COMPANY INC	TRANSFORMER REPAIRS	\$5,052.00
TEREX USA, LLC	SUPPLIES - NEW DIGGER DERRICK	\$14,658.98
TERRY-DURIN CO.	INNERDUCT WITH PULL TAPE	\$3,956.26
TITAN MACHINERY- WTN	SUPPLIES	\$356.25
TOSHIBA FINANCIAL SERVICES	COPIER LEASE	\$554.67
TRAV'S OUTFITTER	SAFETY CLOTHING	\$834.93
USA BLUEBOOK	SUPPLIES	\$3,074.76
WATERTOWN DEVELOPMENT COMPANY	INDUSTRIAL DEVELOPMENT EXPENSE	\$8,690.00
WATERTOWN LAWN & GARDEN	SUPPLIES	\$122.00
WATERTOWN UNITED WAY	United Way	\$225.00
WATERTOWN WHOLESALE INC	SUPPLIES	\$1,054.00
WELD-IT-ALL	SERVICE	\$212.50
WESCO DISTRIBUTION INC	WIRE AS PER BID	\$416,858.34
WW TIRE SERVICE INC	SUPPLIES	\$1,085.00
	TOTAL	\$1,458,800.52

Total July 2024 \$1,458,800.52; Transfer to City's General Fund \$120,500.00, Muni Utilities Electric Water Gas \$47,720.65; Missouri River Energy Services Power \$2,202,361.40; BP Canada Energy Marketing Natural Gas \$37,762.20; Dept. of Revenue Sales/Excise Tax \$187,507.38; CPEP #3 Natural Gas \$5,676.75, CPEP #4 Natural Gas \$8,713.50, CPEP #5 Natural Gas \$12,292.50, CPEP #3 Hedge \$9,426.48, CPEP #4 Hedge \$5,077.80, Sequent Energy Mgmt \$537.00. Finance Office Garbage/Sewer \$671,885.09.

ITEM 8062

Motion by Larkin with second by Thomas to move to Executive Session Pursuant to SDCL 1-25-2(3) The Board does not expect to take-action when they reconvene to the regular session. Motion carried.

President Luken declared Executive Session done and they reconvened to regular session.

Motion by Larkin with second by Thomas to adjourn. Motion carried.

The Watertown Municipal Utilities does not discriminate in employment opportunities or provision of services on-the basis of race, color, religion, sex, national origin, age, disability, or any other characteristic protected by law.

Dated at Watertown, South Dakota this 29th, day of July,2024.

ATTEST: _____

Lisa Pahl
Board Secretary
Municipal Utilities Board

Michael Luken
Board President
Municipal Utilities Department

MINUTES OF MUNICIPAL UTILITIES BOARD MEETING
Monday, August 26th, 2024

The Municipal Utilities Board convened in regular session at the Watertown Municipal Utilities Board Room 901 Fourth Avenue SW Watertown SD on Monday, August 26th, 2024, at 12:00 p.m. with President Mike Luken presiding.

Board Members present: Mike Luken, Rich Thomas via zoom, Charlie Larkin and Chris Carter. Board Member Dan Brenden absent. Board Liaison, member of City Council, Mike Danforth absent. Staff members present: Steve Lehner, Adam Karst, Bert Magstadt, Wayne Lovelis, Brian Benson, John Lunde, Aaron Erickson, Mark Meier, Rod Suttan, Dan LeVasseur, Gina Brown, Lisa Pahl, Attorney Vince Foley and Guest via zoom Sal Roseland from South Dakota Second Century Habitat Fund.

ITEM 8063

Motion by Carter with second by Larkin to approve the agenda with one change by moving Item 6, Big Sioux CREP update, after Public Comment. Motion carried.

ITEM 8064

Motion by Larkin with second by Carter to approve minutes of Regular Board Meeting on August 26th, 2024. Motion carried.

ITEM 8065

Public Comment - Bert Magstadt, Director of Operations introduced Aaron Erickson the Watertown Municipal Utilities new Gas Superintendent. Adam Karst, Director of Administration and Finance introduced the Watertown Municipal Utilities new Purchasing, Facilities and Accounting Supervisor Rod Suttan.

ITEM 8066

Sal Roseland from South Dakota Second Century Habitat Fund gave a presentation updating the Board on the Big Sioux River CREP. He spoke on the success of the James River Project and likened it to the project on the Big Sioux River. Watertown Municipal Utilities (WMU) has committed \$250,000 in equal annual payments of \$50,000 over five years for the parts of CREP that impact our sources of water supply. Roseland said the roll out starts slow and should start picking up in years 3, 4, and 5. Roseland suggests that we not issue a check until things start taking off in our area and issue a check as needed.

ITEM 8067

Motion by Larkin with second by Thomas to approve Resolution of Support for the Dakotastem Regional Water System. This would give the possibility to bring Missouri River water to this area in the future. Motion carried.

ITEM 8068

This being the time and place set for consideration of bids, the following was presented. Bids for Commercial Street Light Posts, Residential Street Light Posts, Commercial LED Fixtures and Residential LED Fixtures for the Electric

Department. Road Repair and Spillway, 165th St. and Redrill of Well #39 for the Water Department. These bids were opened on August 22, 2024, at 1:30 PM by the Watertown Municipal Utilities Staff as authorized by the Board.

Commercial Street Light Posts: Five bids were received and upon review and recommendation by Magstadt, motion by Thomas with second by Carter to accept low valid bid with Border States Electric, Sioux Falls, SD, for the amount of \$52,250.00. Motion carried.

Residential Street Light Posts: Six bids were received and upon review and recommendation by Magstadt, motion by Larkin with second by Carter to accept low valid bid with Irby Utilities for the amount of \$10,612.50. Motion carried.

Commercial LED Lights: Five bids were received and upon review and recommendation by Magstadt, motion by Carter with second by Larkin to accept low valid bid with WESCO, Sioux City, IA for the amount of \$19,250.00. Motion carried.

Residential LED Lights: Six bids were received and upon review and recommendation by Magstadt, motion by Thomas with second by Carter to accept low valid bid with WESCO, Sioux City, IA for the amount of \$11,000.00. Motion carried.

Road Repair & Spillway, 165th St.: Three bids were received and upon review and recommendation by Magstadt, motion by Larkin with second by Thomas to accept low valid bid with Basin Contracting and Drain Tile LLC, Hayti, SD, for the amount of \$107,880.00. Motion carried.

Redrill of Well #39: One bid was received and upon review and recommendation by Magstadt, motion by Thomas with second by Carter to accept low valid bid with Thein, Spicer MN, for \$695,835.00 which includes Alternate #1. Motion carried.

ITEM 8069

Open: a)Lehner presented one bill stuffer-Sump Pump Variance. b)Karst updated the Board on the Minnesota Municipal Utilities Association (MMUA) conference he attended in Fargo, ND. Some of the sessions were on Cybersecurity, protecting your Utility from buyout/sellout, Tigerpath, Managing Utility Crisis, and Best Practices. There was talk after Karst's update on looking into the wording of our City Charter regarding buyout/sellout of the utility. There will be further discussion on this at a later date.

ITEM 8070

Magstadt presented the Report on Operations and Projects. Electric Department, 11 outages for the month for a total of 55. Terminating 750 MCM for new feeder out of Uptown Substation, installing inner duct and 750 MCM cable from 14th Ave NW to the Uptown Sub. Gas Department, Projects in Progress: Installed 4" tap and valve for Challenger Way main off 10" main, lowered 300' of 3" steel main for Ag. Airport Taxiway attended APGA Annual Board Meeting received GOLD SOAR award. Water Department, Projects in Progress: 1 water main break for a total of 9 through 2024, Generator showed up for the 3rd Ave and Mellette. Engineering Tech

Department, Projects completed this month: 511 One-call locates July 2024, Locate and stake natural gas main, 20th Ave S. East side challenger way - Dakota Drive.

ITEM 8071

Karst presented the report on Administration and Financial Statements, Purchasing, Accounting and Facilities, Projects in Progress: (2) new boilers are installed and waiting for start-up date, Midco has ordered equipment for the new phone system, Working on budget items for 2025. Customer Service: 15,493 Payments Collected Totaling \$5,418,416 and 57,455 Services Billed for a Total Billing of \$5,150,752. Human Resources/Risk Management: Completed South Dakota Public Assurance Alliance annual property and liability insurance renewal for 2024-2025. WMU portion increased by \$3,140.89 up 1% from last year for a total of \$301,980.32. Promotion of Rod Suttan effective 8/19/2024, Promotion of Michael Rost effective 8/21/2024, Posted Warehouseman Apprentice position, both internally and externally and will begin interviews for the position first week of September (received over 25 applications so far, Promotion of Aaron Erickson effective 9/1/2024, Posted Gas Distribution Foreman position internally and will begin interviews later this week, Posted HR/Risk Coordinator position, both internally and externally and will begin interviews later this week. Information Systems: 2025 budget planning, preparing new phone system, attended MMUA's Cybersecurity tabletop exercise, attending APPA's Cybersecurity conference next month, normal monthly IT maintenance and troubleshooting along with Website Stats and top 10 webpages visited. Karst has been approved by the City Council to vie for a position on the SD Public Assurance Alliance Board of Directors. Larkin wanted to make note that the Utilities Board approves of this decision.

Statements of Revenue and Expenses and Capital Additions were presented to the Board for review. Year to date net income is \$1,336,904 above budget for the seven months ending July 31st, 2024. Total Capital Additions are \$3,064,868 under budget for the seven months ending July 31st, 2024.

ITEM 8072

Motion made by Larkin with second by Carter to approve the following verified salary claims and bills. Motion carried unanimously upon roll call vote. Total Watertown Municipal Utilities Net Payroll for August 2024 Plus ACH Payroll Payments \$705,580.24. Change: Rod Suttan, \$7,667/mo., effective 8/19/2024, Alex Thorson, \$31.51/hr., effective 8/12/2024.

Name	Payable Description	Payment Amount
SEPTEMBER 3, 2024		
ABC EMBROIDERY	SERVICE	\$29.70
ACTIVE HEATING INC	ENERGY INCENTIVE REBATE	\$500.00
ACTIVE HEATING INC	SERVICE	\$316.84
ACTIVE HEATING INC	SERVICE	\$561.23
ADVANCED ENGINEERING AND ENVIRON. SERVICES, LLC	STUDY & REPORT: UNIDIRECTIONAL FLUSHING PROGRAM	\$25,560.50
AFLAC	ACCIDENT	\$1,574.10
APPLICANT PRO	SERVICE	\$236.00
APPLIED INDUSTRIAL TECH INC	SUPPLIES	\$227.76
AQUA-PURE INC	SODIUM TRIPOLYPHOSPHATE	\$7,525.00
AUSTIN, STRAIT, BENSON, THOLE AND KOEHN, LLP	JULY LEGAL FEES	\$140.00
AUTO VALUE WATERTOWN	SUPPLIES	\$133.20
BENDIX IMAGING INC	SUPPLIES	\$209.97
BORDER STATES ELECTRIC SUPPLY	METER READING EQUIPMENT	\$25,621.25
BORNS GROUP	POSTAGE & MAILING	\$11,078.25
BUREAU OF ADMINISTRATION	STATE TELEPHONE NETWORK USAGE	\$161.56
BUTLER MACHINERY CO	ANNUAL INSPECTION	\$8,920.00

CASHWAY LUMBER INC	SUPPLIES	\$323.20
CENTURY LINK	PHONE SERVICE	\$294.58
CHASE CARDMEMBER SERVICE	CREDIT CARD	\$4,423.90
CHILD SUPPORT PAYMENT CENTER	EMPLOYEE DEDUCTION: CHILD SUPPORT	\$750.00
CODINGTON COUNTY REGISTER OF DEEDS	SUPPLIES	\$37.00
CODINGTON-CLARK ELECTRIC COOP. INC	WELLFIELD ELECTRIC SERVICE	\$6,480.48
CONNECTING POINT	SUPPLIES	\$2,489.10
CORE & MAIN LP	TAPPING VALVES	\$8,197.19
CREDIT COLLECTIONS BUREAU	COLLECTIONS	\$254.72
CRESCENT ELECTRIC SUPPLY CO	SUPPLIES	\$3,311.88
DAKOTA DATA SHRED	SHREDDING SERVICE	\$82.91
DAKOTA DIRECTIONAL LLC	SERVICE - MULTIPLE ELECTRIC PROJECTS	\$321,537.39
DAKOTA MAINSTEM	DUES	\$2,847.40
DAKOTA RIGGERS & TOOL	SUPPLIES	\$31.50
DAKOTA TUBE INC	ENERGY INCENTIVE REBATE	\$548.44
DEPARTMENT OF HEALTH	WATER SAMPLES	\$1,679.00
DITCH WITCH OF SOUTH DAKOTA, INC	SUPPLIES - UNIT 302	\$3,168.00
DSG DAKOTA SUPPLY GROUP	SUPPLIES	\$5,786.07
DUININCK INC	SERVICE - WATERMAIN EXTENSION	\$285,409.82
DUTTON-LAINSON COMPANY	GAS METERS	\$7,558.85
ELEMENT MATERIALS TECHNOLOGY	SERVICE	\$630.00
ENERGY ECONOMICS INC	SERVICE	\$668.18
ENERGY LABORATORIES INC	WATER TESTING	\$1,482.00
ENGELSTAD ELECTRIC COMPANY	SERVICE - 324 4TH AVE NW	\$4,070.43
ETHANOL PRODUCTS LLC	BULK CO2	\$3,337.14
FARWEST LINE SPECIALTIES, LLC	SUPPLIES	\$540.72
FASTENAL COMPANY	SUPPLIES	\$885.85
FEDERAL EXPRESS CORP	SERVICE	\$42.14
FIDELITY SECURITY LIFE INS. CO. (EYEMED)	VISION INSURANCE	\$169.30
FOLEY AND FOLEY LAW OFFICE, PC	JULY LEGAL FEES	\$682.50
GANNETT MEDIA CORP	PUBLISHING & ADVERTISEMENTS	\$1,080.18
GRAF SIGN PRO OF WATERTOWN LLC	SUPPLIES	\$1,406.25
GROEBNER	METER LOOPS	\$1,871.73
HACH COMPANY	SUPPLIES	\$1,786.30
HAWKINS, INC.	HYDROFLUOSILICIC ACID, AZONE 15	\$36,642.06
HEATH CONSULTANTS' INC	SERVICE	\$589.75
IBEW LOCAL 426	UNION DUES	\$4,310.78
INDUSTRIAL SALES COMPANY, INC	RISERS	\$1,739.96
INTERSTATE ALL BATTERY CENTER	SUPPLIES	\$950.50
J & B SCREENPRINTING	ENERGY INCENTIVE REBATE	\$1,302.00
J H LARSON COMPANY	SUPPLIES	\$4,064.82
JORGENSON & OLSON ASPHALT MAINT., LLC	ASPHALT SERVICE	\$6,120.70
JUSTICE FIRE & SAFETY	SERVICE	\$891.00
JUSTIN'S LAWN & TREE SERVICE	STUMP SERVICE	\$1,000.00
KEROTEST MANUFACTURING CORP	SUPPLIES	\$1,021.57
KXLG RADIO	ADVERTISING	\$595.00
LEAGUE OF NEBRASKA MUNICIPALITIES	SERVICE	\$94.25
LEHNER, STEVE	REIMBURSEMENT EXPENSE	\$140.70
LUNDE, JOHN	REIMBURSEMENT EXPENSE	\$1,773.00
MACKSTEEL WAREHOUSE INC	SUPPLIES	\$153.36
MAC'S HARDWARE	SUPPLIES	\$395.31
MAGSTADT, BERT	REIMBURSEMENT EXPENSE	\$1,998.45
MATHESON TRI-GAS INC	SUPPLIES	\$252.69
MCKEEVER INC	SUPPLIES	\$175.00
MENARDS INC	SUPPLIES	\$895.76
MET LIFE	LIFE INSURANCE	\$1,678.08
MIDCONTINENT COMMUNICATIONS	INTERNET & CABLE SERVICE	\$203.39
MILBANK WINWATER WORKS	METER COUPLINGS, SUPPLIES	\$4,680.60
MISSOURI RIVER ENERGY SERVICES	ENERGY INCENTIVE REBATE	\$100.00
MUNICIPAL UTILITIES - PC	REPLENISH PETTY CASH	\$417.39
MUNICIPAL UTILITIES-NSF CHECK ACCO	REIMBURSE NSF FUND	\$4,492.41
MUNICIPAL UTILITIES-REFUND ACCT	REFUNDS OF CREDITS ON ACCOUNTS	\$12,777.34
NORTHWEST PIPE FITTINGS INC	SUPPLIES	\$473.50
OFFICE PEEPS	SUPPLIES	\$458.35
P/3 ELECTRIC	ENERGY INCENTIVE REBATE	\$50.00
PALMER WAHL INSTRUMENTS INC.	SUPPLIES	\$1,800.90
PAYMENTUS GROUP INC.	SERVICE	\$39.80
PETE LIEN & SONS	BULK LIME	\$45,484.09
POMP'S TIRE SERVICE, INC.	SERVICE	\$61.97
PRINCIPAL FINANCIAL GROUP	DENTAL INSURANCE	\$1,398.54
PRINT 'EM NOW INC	SUPPLIES	\$251.00
PRO LINE INC	SUPPLIES	\$142.38
RC FIRST AID	SUPPLIES	\$123.50
REDLINGER BROS PLUMBING & HEATING	SUPPLIES	\$73.61
RELIABANK DAKOTA	FLEX MED	\$6,563.97
RESCO	ELBOW ARRESTORS	\$9,625.19
RODENBURG LAW FIRM	EMPLOYEE DEDUCTION	\$150.00
RON'S SAW SALES	SERVICE	\$87.69

RUNNING'S SUPPLY INC	SUPPLIES	\$184.30
RUPE BUILDING COMPANY LLC	REFUND OF CREDIT ON ACCOUNT	\$4,513.14
SCHOOL BOARD OF ED	ENERGY INCENTIVE REBATE	\$1,043.55
SCHUCHARD'S TRAILER SALES, INC.	SERVICE	\$204.53
SD ONE CALL	LOCATES	\$550.20
SD PUBLIC ASSURANCE ALLIANCE	GEN LIAB/PROPERTY INSURANCE	\$302,326.99
SENSIT TECHNOLOGIES LLC	SERVICE	\$272.00
SERVICEMASTER OF WATERTOWN	JANITORIAL SERVICE	\$4,120.00
SIOUX VALLEY CO-OP	FUEL, SUPPLIES	\$9,722.70
SIOUX VALLEY GREENHOUSES	SERVICE	\$645.00
SPEE-DEE DELIVERY SERVICE INC	SERVICE	\$86.96
STAR LAUNDRY	SERVICE	\$566.74
STUART C IRBY CO	PME PER BID	\$159,135.66
SUTTON LAWN & SNOW LLC	LAWN CARE	\$3,322.00
TITAN MACHINERY- WTN	SERVICE - UNIT 24	\$1,868.91
TITAN MACHINERY-SF	SUPPLIES - BACKHOE #201	\$2,163.06
TOSHIBA FINANCIAL SERVICES	COPIER LEASE	\$320.00
TRAV'S OUTFITTER	SAFETY CLOTHING	\$1,034.91
UPS	SERVICE	\$769.65
US BANK NATIONAL ASSOCIATION	BANKING FEE	\$600.00
USA BLUEBOOK	SUPPLIES	\$2,087.51
VERMEER HIGH PLAINS	2024 TRENCHER PER SOURCEWELL BID	\$145,775.26
WATERTOWN DEVELOPMENT COMPANY	INDUSTRIAL DEVELOPMENT EXPENSE	\$8,690.00
WATERTOWN FORD CHRYSLER	SUPPLIES	\$398.70
WATERTOWN MOBILE HOME PK LLC	REFUND OF CREDIT ON ACCOUNT	\$7,166.72
WATERTOWN RADIO/ALPHAMEDIA USA, LLC	ADVERTISING	\$630.00
WATERTOWN UNITED WAY	United Way	\$225.00
WATERTOWN WHOLESALE INC	SUPPLIES	\$93.70
WESCO DISTRIBUTION INC	TRANSFORMERS AS PER BID	\$121,907.58
WW TIRE SERVICE INC	SUPPLIES	\$1,911.46
	TOTAL	\$1,695,236.10

Total August 2024 \$1,695,236.10; Transfer to City's General Fund \$120,500.00, Muni Utilities Electric Water Gas \$49,214.58; Missouri River Energy Services Power \$2,434,607.02; BP Canada Energy Marketing Natural Gas \$37,849.14; Dept. of Revenue Sales/Excise Tax \$202,879.25; CPEP #3 Natural Gas \$7,432.25, CPEP #4 Natural Gas \$9,195.38, CPEP #5 Natural Gas \$17,571.89, CPEP #3 Hedge \$12,555.62, CPEP #4 Hedge \$10,060.34, Finance Office Garbage/Sewer \$664,722.33.

ITEM 8073

Motion by Carter with second by Larkin to adjourn. Motion carried.

The Watertown Municipal Utilities does not discriminate in employment opportunities or provision of services on-the basis of race, color, religion, sex, national origin, age, disability, or any other characteristic protected by law.

Dated at Watertown, South Dakota this 26th, day of August, 2024.

ATTEST: _____

Lisa Pahl
Board Secretary
Municipal Utilities Board

Michael Luken
Board President
Municipal Utilities Department

MINUTES OF MUNICIPAL UTILITIES BOARD MEETING
Monday, September 30, 2024

The Municipal Utilities Board convened in regular session at the Watertown Municipal Utilities Board Room 901 Fourth Avenue SW Watertown SD on Monday, September 30, 2024, at 12:00 p.m. with President Mike Luken presiding.

Board Members present: Mike Luken, Rich Thomas via zoom, Dan Brenden, Charlie Larkin and Chris Carter. Board Liaison, member of City Council, Mike Danforth absent. Staff members present: Steve Lehner, Adam Karst, Bert Magstadt, Wayne Lovelis, Brian Benson, John Lunde, Aaron Erickson, Mark Meier, Kevin Kruiter, Rod Suttan, Dan LeVasseur, Gina Brown, Lisa Pahl and Attorney Vince Foley. Guest Troy Hieb with William Neale & Co PC., Steve Jurrens, KXLG Radio and Kyle Horst Watertown Current.

ITEM 8074

Motion by Carter with second by Larkin to approve the agenda. Motion carried.

ITEM 8075

Motion by Larkin with second by Thomas to approve minutes of Regular Board Meeting on August 26th, 2024. Motion carried. The Board initial approved September 30, 2024, Board Minutes and then was amended to approve August 26, 2024, minutes.

ITEM 8076

Public Comment - None

ITEM 8077

Presentation by Troy Hieb of William Neale & Co. P.C. for the 2023 audit. There was no audit findings related to Watertown Municipal Utilities to be included in the schedule of current audit findings and questioned costs. Motion by Larkin with second by Brenden to accept the 2023 audit. Motion carried.

ITEM 8078

Karst presented a report of unclaimed property to be reported to the state. Motion by Brenden with second by Carter to approve to cancel the presented check numbers and direct these funds to the South Dakota Unclaimed Property Division. Motion carried.

ITEM 8079

Motion by Brenden with second by Larkin to approve Engineering Services with AE2S for SRF/ARPA Funding Services for the Water Department. Motion carried.

ITEM 8080

Motion by Larkin with second by Thomas to approve change order number 1 for the 12th Ave NW Cast Iron Main Replacement Project. Motion carried.

ITEM 8081

Motion by Thomas with second by Brenden to approve change order number 4 for the 3rd Ave NW (Mellette) Watermain Replacement Project for the Water Department. Motion carried.

ITEM 8082

The Board set date of Tuesday, November 12, 2024, 7 am for the Finance Committee Meeting.

ITEM 8083

This being the time and place set for consideration of bids, the following was presented. Bid for Cast Iron Watermain Replacement Project for the Water Department. The bids were opened on September 19th, at 1:30 PM by the Watertown Municipal Utilities Staff as authorized by the Board.

Cast Iron Watermain Replacement Project: Five bids were received and upon review and recommendation by Magstadt, motion by Brenden with second by Carter to accept low valid bid with Halme, Lake Nordan, SD, for the amount of \$3,821,861.70 with Alternate #1 for \$206,763.30 and Alternate #2 for 263,523.80. Motion carried.

ITEM 8084

Open: a) Lehner presented one bill stuffer-Living Safely with Natural Gas. b) Lehner gave an invitation to the Board to attend one of the MRES Annual Meetings. c) Board President Luken gave an update from the MRES Leadership Academy he went to in Sioux Falls, SD on Sept. 18-19. There were 9 speakers. Somethings discussed were the power supply mix, distribution, rates, cybersecurity and board governance. Luken also has been named an Ambassador for MRES.

ITEM 8085

Magstadt presented the Report on Operations and Projects. Magstadt wanted to start by giving the Board an update about the replacement of 14th Ave North Bridge and the need to order wire prior to the 2025 budget due to long lead times. Electric Department, 6 outages for the month for a total of 61 total outages in 2024, energized new service to scoreboard at new football field, installed new three-phase primary underground service to Wurth Electronics, removed overhead line and poles from Eastwoods. Gas Department, Projects in Progress: Installed new 2" service at City Hall, installed 4" tap for Calvin Addition main, Promoted Chad Kranz to Distribution Foreman and posted job for Cathodic & Leak Survey Technician position. Water Department, Projects in Progress: 1 water main break for a total of 10, load bank test Mellette generator, finalized the lead copper submission to the DANR. Engineering Tech Department, Projects completed this month: 517 One-call locates August 2024, Updated lead/copper data.

ITEM 8086

Karst presented the report on Administration and Financial Statements, Purchasing, Accounting and Facilities, Projects in Progress: (2) new boilers are installed and in service, Midco has set Wednesday, October 16th date for installation of new phone system, working on budget items for 2025, and new employee training in service center. Customer Service: 15,507 payments collected totaling \$6,058,004 and 57,452 services billed for a total billing of \$5,404,970. Human Resources/Risk Management: Completed 2025 payroll and insurance budgets, including wage survey for salaried and hourly positions. Promotion of Chad Kranz, Gas Cathodic & Leak Survey Technician, to Gas Distribution Foreman, effective 9/21/2024, posted Gas Cathodic & Leak Survey Technician position internally and externally and interviewed last week (received 0 internal applications and 5 external applications), new hire Travis Ellingson, Warehouse Apprentice, effective 9/23/2024, completed first interviews for HR/Risk Coordinator position with six external candidates, conducting second interviews with three of these candidates - HR/Risk Coordinator will be announced soon. Information Systems: 2025 budget planning, preparing new phone system, normal monthly IT maintenance and troubleshooting along with Website Stats and top 10 webpages visited.

Statements of Revenue and Expenses and Capital Additions were presented to the Board for review. Year to date net income is \$1,516,497 above budget for the eight months ending August 31st, 2024. Total Capital Additions are \$3,221,398 under budget for the eight months ending August 31st, 2024.

ITEM 8087

Motion made by Larkin with second by Carter to approve the following verified salary claims and bills. Motion carried unanimously upon roll call vote. Total Watertown Municipal Utilities Net Payroll for September 2024 Plus ACH Payroll Payments \$706,195.82. Change: Aaron Erickson, \$9,422/mo., effective 9/1/2024, Michael Rost, \$38.41/hr., effective 8/21/2024. Term Tristian Sudenga, 8/23/2024 and Waylin Sime 8/23/2024.

Name	Payable Description	Payment Amount
October 1, 2024		
ABC EMBROIDERY	SERVICE	\$39.60
ACTIVE HEATING INC	ENERGY INCENTIVE REBATE	\$200.00
ADVANCED ENGINEERING AND ENVIRO. SERVICES, LLC	CAST IRON WATERMAIN REPLACEMENT	\$13,299.50
AFLAC	ACCIDENT	\$1,574.10
ANDOR INC	ENERGY INCENTIVE REBATE	\$100.00
A-OX WELDING SUPPLY INC	SUPPLIES	\$473.71
APPLICANT PRO	SERVICE	\$236.00
AQUA-PURE INC	SUPPLIES	\$1,237.50
AUTO VALUE WATERTOWN	SUPPLIES	\$845.73
BASCOM-TURNER INSTRUMENTS INC.	SUPPLIES	\$239.69
BEYOND DENTISTRY	ENERGY INCENTIVE REBATE	\$630.00
BORDER STATES ELECTRIC SUPPLY	ST. LIGHT POLES	\$53,342.07
BORNS GROUP	POSTAGE & MAILING	\$11,263.10
BRIAN'S GLASS & DOOR INC	SERVICE	\$110.00
BUREAU OF ADMINISTRATION	STATE TELEPHONE NETWORK USAGE	\$136.18
BUTLER MACHINERY CO	GENERATOR AS PER BID - MELLETTE PROJECT	\$82,979.00
CENTURY LINK	PHONE SERVICE	\$18.58
CENTURY LINK	PHONE SERVICE	\$294.58
CHASE CARDMEMBER SERVICE	CREDIT CARD	\$8,218.95
CHILD SUPPORT PAYMENT CENTER	EMPLOYEE DEDUCTION: CHILD SUPPORT	\$750.00
CODINGTON COUNTY REGISTER OF DEEDS	EASEMENT	\$38.00
CODINGTON-CLARK ELECTRIC COOPERATIVE INC	WELLFIELD ELECTRIC SERVICE	\$6,491.36
CONNECTING POINT	SOFTWARE MAINTENANCE	\$859.10
CREDIT COLLECTIONS BUREAU	COLLECTIONS	\$123.18
DAKOTA DATA SHRED	SHREDDING SERVICE	\$91.96
DAKOTA DIRECTIONAL LLC	SERVICES - SECONDARY, STREET LIGHTS, PRIMARY, EXCA	\$203,808.22
DENNIS SUPPLY COMPANY	SUPPLIES	\$235.00
DEPARTMENT OF HEALTH	WATER SAMPLES	\$678.00

DISCOUNT SEEDS, INC.	SUPPLIES	\$1,080.00
DSG DAKOTA SUPPLY GROUP	SUPPLIES	\$4,407.47
DTN, LLC	SUBSCRIPTION - SEPT	\$1,104.60
DUININCK INC	SERVICE: CAST IRON MAIN REPLACEMENT PROJECT	\$228,856.50
DUININCK INC	DIRT, GRAVEL, CRUSHED CONCRETE	\$11,871.86
DUININCK INC	SERVICE: CAST IRON MAIN REPLACEMENT PROJECT	\$201,607.20
DUININCK INC	SERVICE - WATERMAIN EXTENSION	\$32,375.55
DUTTON-LAINSON COMPANY	ERTS FOR GAS METERS	\$1,794.00
EASTSIDE EQUIPMENT	RENTAL	\$250.00
ELECTRIC MOTORS & MOORE INC	SUPPLIES	\$430.00
ENERGY LABORATORIES INC	SERVICE	\$816.00
ENGELSTAD ELECTRIC COMPANY	SERVICE	\$2,454.09
ETHANOL PRODUCTS LLC	BULK CO2	\$3,775.80
FASTENAL COMPANY	SUPPLIES	\$1,571.26
FEDERAL EXPRESS CORP	SERVICE	\$130.96
FIDELITY SECURITY LIFE INSURANCE CO. (EYEMED)	VISION INSURANCE	\$175.76
FOLEY AND FOLEY LAW OFFICE, PC	AUGUST LEGAL FEES	\$502.50
FRANKLIN PRESS INC	FALL GAS FLYER	\$5,006.40
GANNETT MEDIA CORP	PUBLISHINGS	\$467.40
GRAF SIGN PRO OF WATERTOWN LLC	SUPPLIES	\$270.00
GRAINGER	SUPPLIES	\$429.97
GROEBNER	RISERS	\$24,638.66
HAWKINS, INC.	AZONE 15	\$23,065.95
IBEW LOCAL 426	UNION DUES	\$4,141.00
INDUSTRIAL SALES COMPANY, INC	SERVICE	\$1,358.70
J H LARSON COMPANY	SUPPLIES	\$972.69
JOE MEDANICH ASPHALT SERVICES	ASPHALT SERVICE	\$9,307.16
JORGENSON & OLSON ASPHALT MAINTENANCE, LLC	ASPHALT SERVICE	\$5,734.33
JUSTIN'S LAWN & TREE SERVICE	SERVICE	\$750.00
KARST, ADAM	REIMBURSEMENT EXPENSE	\$533.78
KORTERRA	LOCATE SERVICE	\$4,275.00
KXLG RADIO	ADVERTISING	\$450.00
LEHNER, STEVE	REIMBURSEMENT EXPENSE	\$182.81
LEVASSEUR, DAN	REIMBURSEMENT EXPENSE	\$3,189.14
LOVELIS, WAYNE	REIMBURSEMENT EXPENSE	\$394.05
MAC'S HARDWARE	SUPPLIES	\$167.30
MAGSTADT, BERT	REIMBURSEMENT EXPENSE	\$2,811.80
MATHESON TRI-GAS INC	SUPPLIES	\$252.69
MCKEEVER INC	SUPPLIES	\$280.00
MENARDS INC	SUPPLIES	\$766.63
MET LIFE	LIFE INSURANCE	\$1,657.22
MIDCONTINENT COMMUNICATIONS	INTERNET & CABLE SERVICE	\$203.39
MILBANK WINWATER WORKS	SUPPLIES	\$1,133.25
MILLER ELECTRIC CO	ENERGY INCENTIVE REBATE	\$7,163.56
MINSAIT ACS, INC.	SERVICE CONTRACT	\$9,662.00
MUELLER CO	SUPPLIES	\$3,035.27
MUNICIPAL UTILITIES - PC	REPLENISH PETTY CASH	\$744.37
MUNICIPAL UTILITIES-NSF CHECK ACCO	REIMBURSE NSF FUND	\$6,985.82
MUNICIPAL UTILITIES-REFUND ACCT	REFUNDS OF CREDITS ON ACCOUNTS	\$12,328.47
NAPA CENTRAL	SUPPLIES	\$668.65
NORTHERN TRUCK EQUIP CORP	SUPPLIES	\$619.00
NORTHWEST PIPE FITTINGS INC	SUPPLIES	\$986.50
NOVA FIRE PROTECTION INC	ANNUAL INSPECTION	\$190.00
OFFICE PEEPS	SUPPLIES	\$614.41
OLSON CONTRACTING LLC	SERVICE	\$594.28
O'REILLY AUTOMOTIVE INC	SUPPLIES	\$44.03
PAYMENTUS GROUP INC.	SERVICE	\$9.95
PETE LIEN & SONS	BULK LIME	\$34,870.99
PHEASANTLAND INDUSTRIES	SUPPLIES	\$42.73
POMP'S TIRE SERVICE, INC.	SERVICE	\$259.07
PRINCIPAL FINANCIAL GROUP	DENTAL INSURANCE	\$1,481.72
QUALITROL COMPANY LLC	OIL TEMPERATURE GAUGE - SUBSTATION TRANSFORMER 1	\$4,412.32
REDLINGER BROS PLUMBING & HEATING	SUPPLIES	\$146.24
RELIABANK DAKOTA	FLEX DC	\$6,913.97
RESCO	ELBOWS, SUPPLIES	\$7,392.62
RODENBURG LAW FIRM	EMPLOYEE DEDUCTION	\$150.00
RON'S SAW SALES	SUPPLIES	\$85.95
RUNNING'S SUPPLY INC	SUPPLIES	\$49.97
SD MUNICIPAL LEAGUE	TRAINING EXPENSE	\$65.00
SD ONE CALL	LOCATES	\$570.15
SDRS SPECIAL PAY PLAN	401a SICK	\$41,577.61
SERVICEMASTER OF WATERTOWN	JANITORIAL SERVICE	\$4,120.00
SIOUX VALLEY CO-OP	FUEL, SUPPLIES	\$8,758.22
STAN HOUSTON EQUIP CO	RENTAL	\$1,812.51
STAR LAUNDRY	SERVICE	\$1,037.50
STATE TREASURER	2024 UNCLAIMED PROPERTY	\$2,097.41
STATE UNIVERSITY OF IOWA	WATER TESTING FEES	\$3,090.50
STEVE'S WORLD	SERVICE	\$1,011.16

STUART CIRBY CO	CURRENT TRANSFORMERS FOR 3PHASE CUSTOMERS	\$7,834.44
SUTTON LAWN & SNOW LLC	LAWN CARE	\$2,502.00
T & R ELECTRIC SUPPLY COMPANY INC	SERVICE	\$3,030.00
TECHNOLOGY FOR ENERGY CORPORATION	SUPPLIES	\$1,012.49
TITAN MACHINERY- WTN	SUPPLIES	\$1,680.79
TITAN MACHINERY-SF	SUPPLIES	\$536.76
TOSHIBA FINANCIAL SERVICES	COPIER LEASE	\$721.64
TRAV'S OUTFITTER	SAFETY CLOTHING	\$975.96
TWO WAY SOLUTIONS, INC.	SUPPLIES	\$640.99
TYNDALE COMPANY INC	SAFETY CLOTHING	\$541.95
USA BLUEBOOK	SUPPLIES	\$1,293.25
VERMEER HIGH PLAINS	SERVICE	\$2,526.72
WALMART	SUPPLIES	\$139.76
WATERTOWN DEVELOPMENT COMPANY	INDUSTRIAL DEVELOPMENT EXPENSE	\$8,690.00
WATERTOWN RADIO/ALPHAMEDIA USA, LLC	ADVERTISING	\$630.00
WATERTOWN UNITED WAY	United Way	\$225.00
WATERTOWN WHOLESALE INC	SUPPLIES	\$779.65
WAYTEK INC	SUPPLIES	\$170.03
WESCO DISTRIBUTION INC	WIRE AS PER BID	\$547,780.42
WILLIAM NEALE & CO., PC	2023 FINANCIAL STATEMENT AUDIT	\$13,570.00
WILTECH INC	SERVICE	\$2,984.00
WW TIRE SERVICE INC	SUPPLIES - UNIT 101	\$2,000.00
	TOTAL	<u>\$1,737,813.78</u>

Total September 2024 \$1,737,813.78; Transfer to City's General Fund \$120,500.00, Muni Utilities Electric Water Gas \$64,758.41; Missouri River Energy Services Power \$2,304,235.81; BP Canada Energy Marketing Natural Gas \$37,849.14; Dept. of Revenue Sales/Excise Tax \$210,293.56; CPEP #3 Natural Gas \$4,698.05, CPEP #4 Natural Gas \$7,477.28, CPEP #5 Natural Gas \$10,325.25, CPEP #3 Hedge \$14,637.00, CPEP #4 Hedge \$9,666.00, Sequent Energy Mgmt \$1,460.10. Finance Office Garbage/Sewer \$699,010.31.

ITEM 8088

Pursuant to SDCL 1-25-2(3) Larkin moved with second by Brenden to move to Executive Session. The Board does not expect to take-action when they reconvene to the regular session. Motion carried.

Vice President Luken declared Executive Session done and they reconvened to regular session.

Motion by Larkin with second by Brenden to adjourn. Motion carried.

The Watertown Municipal Utilities does not discriminate in employment opportunities or provision of services on-the basis of race, color, religion, sex, national origin, age, disability, or any other characteristic protected by law.

Dated at Watertown, South Dakota this 30th, day of September, 2024.

ATTEST: _____

Lisa Pahl
Board Secretary
Municipal Utilities Board

Michael Luken
Board President
Municipal Utilities Department

MINUTES OF MUNICIPAL UTILITIES BOARD MEETING
Monday, October 28, 2024

The Municipal Utilities Board convened in regular session at the Watertown Municipal Utilities Board Room 901 Fourth Avenue SW Watertown SD on Monday, October 28, 2024, at 12:00 p.m. with Vice President Dan Brenden presiding.

Board Members present: Dan Brenden, Rich Thomas, Charlie Larkin and Chris Carter. Board President Mike Luken absent. Board Liaison, member of City Council, Mike Danforth. Staff members present: Steve Lehner, Adam Karst, Bert Magstadt, Wayne Lovelis, Brian Benson, John Lunde, Aaron Erickson, Mark Meier, Rod Suttan, Dan LeVasseur, Sheila Mennenga, Gina Brown, Lisa Pahl and Attorney Vince Foley. Guest Steve Jurrens, KXLG Radio and Roger Whittle, Watertown Current.

ITEM 8089

Motion by Carter with second by Larkin to approve the agenda. Motion carried.

ITEM 8090

Motion by Thomas with second by Larkin to approve minutes of Regular Board Meeting on September 30th, 2024. Motion carried.

ITEM 8091

Public Comment - None

ITEM 8092

Motion by Larkin with second by Thomas to authorize General Manager to sign SD Health Pool Insurance renewal for staff employees. Motion carried.

ITEM 8093

Motion by Carter with second by Thomas to approve upgrading the controls on Slaker 1 & 3 at the Water treatment Plant. Motion carried.

ITEM 8094

Motion by Thomas with second by Carter to give authorization to declare as surplus the following items. Motion carried.

- a) Removal of 2 boilers - Asset 954 - Electric Department
- b) Removal of 2 boilers - Asset 955 - Water Department
- c) Removal of 2 boilers - Asset 956 - Gas Department
- d) Phone System - Asset 323 - Water Department
- e) Phone System - Asset 607 - Gas Department
- f) Phone System - Asset 693 - Electric Department
- g) Phone System - Asset 1021 - Electric Department
- h) Phone System - Asset 1022 - Water Department
- i) Phone System - Asset 1023 - Gas Department
- j) Phone System - Asset 1196 - Electric Department
- k) Phone System - Asset 1197 - Water Department
- l) Phone System - Asset 1198 - Gas Department

ITEM 8095

This being the time and place set for consideration of bids, the following was presented. Bid for Wire for the Electric Department. The bids were opened on October 24th, 2024 at 1:30 PM by the Watertown Municipal Utilities Staff as authorized by the Board.

Wire: Two bids were received and upon review and recommendation by Magstadt, motion by Carter with second by Larkin to accept low valid bid with WESCO, Sioux City, IA for the amount of \$211,410.00. Irby Utilities did not meet specs. Motion carried.

ITEM 8096

Open: None

ITEM 8097

Old Business: Reminder of Finance Committee Meeting on November 12, 2024, at 7am.

ITEM 8098

New Business: Magstadt addressed the board regarding Lead Letters that WMU will be mailing out by November 15 to customers that may have a galvanized or unknown service line. This compliance is mandated by the EPA to determine how many services are lead or galvanized. Right now, there are 2,257 total services in question.

ITEM 8099

Magstadt presented the Report on Operations and Projects. Electric Department, 6 outages for the month for a total of 67 total outages in 2024, inner duct & 750 MCM wire installed for the 750 MCM uptown project, installed 2" inner duct to New City Hall for fiber optic cable, installed three-phase transformer at the ethanol Plant. Gas Department, Projects in Progress: Replaced 3-4" valves at TBS for the Walmart TBS-2 feeder. Water Department, Projects in Progress: Rauville Spillway placing concrete. Engineer Tech Department, Projects completed this month: 539 One-call locates September 2024, SD811 Board Meeting & Enforcement Panel Meetings, updated lead/copper data. Congratulations to John Lunde, Gas superintendent, for being a recipient of the J. Hardie Johnston service Award.

ITEM 8100

Karst presented the report on Administration and Financial Statements, Purchasing, Accounting and Facilities, Projects in Progress: Irrigation systems have been winterized, organizing for the 2024 physical inventory. Customer Service: 16,066 payments collected totaling \$6,605,777 and 57,437 services billed for a total billing of \$4,866,375, energy assistance customers received a one-time payment of \$200 from the state for their natural gas bill. Human Resources/Risk Management: Completed union negotiations and working with IBEW staff to update contract language and wage data, 2025 overall insurance increase estimate of 4.5%, new hire Cheryl Mack, HR/Risk Coordinator, effective November

4, 2024, thirteen employees and their family members helped pack 587 school food bags for People Against Child Hunger (PACH). Information Systems: New phone system mostly complete, working on SCADA alarms and ringing at WTP, testing and deploying additional security tools, assessing and mitigating vulnerabilities found via vulnerability Management Software, normal monthly IT maintenance and troubleshooting along with Website Stats and top 10 webpages visited.

Statements of Revenue and Expenses and Capital Additions were presented to the Board for review. Year to date net income is \$2,220,810 above budget for the nine months ending September 30th, 2024. Total Capital Additions are \$2,667,831 under budget for the nine months ending September 30th, 2024.

ITEM 8101

Motion made by Carter with second by Larkin to approve the following verified salary claims and bills. Motion carried unanimously upon roll call vote. Total Watertown Municipal Utilities Net Payroll for October 2024 Plus ACH Payroll Payments \$643,104.58. Change: Cole Brenden, \$31.51/hr., effective 9/25/2024, Chad Kranz, \$51.21/hr., effective 9/21/2024. Add: Travis Ellingson, \$29.13/hr., effective 9/21/2024.

Name	Payable Description	Payment Amount
NOVEMBER 1, 2024		
ABC EMBROIDERY	SERVICE	\$4.95
ACTIVE HEATING INC	SERVICE	\$310.00
ACTIVE HEATING INC	ENERGY INCENTIVE REBATE	\$100.00
ADVANCED ENGINEERING AND ENVIRONMENTAL SERVICES, LLC	CAST IRON WATERMAIN REPLACEMENT	\$15,450.32
AFLAC	ACCIDENT	\$1,611.45
AGWRX	SUPPLIES	\$420.00
A-OX WELDING SUPPLY INC	SUPPLIES	\$662.38
APGA	2025 ANNUAL DUES	\$9,486.51
APPLICANT PRO	SERVICE	\$236.00
APPLIED INDUSTRIAL TECH INC	SUPPLIES	\$397.12
AQUA-PURE INC	SODIUM TRIPOLYPHOSPHATE	\$7,525.00
AUTO VALUE WATERTOWN	SUPPLIES	\$141.58
BENCO EQUIPMENT	SERVICE	\$336.47
BENDIX IMAGING INC	SUPPLIES	\$325.98
BORDER STATES ELECTRIC SUPPLY	LED LIGHTS	\$28,690.03
BORNS GROUP	POSTAGE & MAILING	\$11,650.07
BURCHATZ CONSTRUCTION COMPANY INC	2024 CONCRETE REPAIRS	\$30,052.82
BUREAU OF ADMINISTRATION	STATE TELEPHONE NETWORK USAGE	\$128.63
CANNON ELECTRIC, INC.	ENERGY INCENTIVE REBATE	\$50.00
CARTNEY BEARING & SUPPLY	SUPPLIES	\$237.62
CHASE CARDMEMBER SERVICE	CREDIT CARD	\$9,248.71
CHILD SUPPORT PAYMENT CENTER	EMPLOYEE DEDUCTION: CHILD SUPPORT	\$750.00
CODINGTON COUNTY REGISTER OF DEEDS	SUPPLIES	\$61.00
CODINGTON-CLARK ELECTRIC COOPERATIVE INC	WELLFIELD ELECTRIC SERVICE	\$6,361.52
CONNECTING POINT	PLOTTER	\$23,071.41
CONTROL EQUIPMENT SALES, INC	METER MANIFOLDS	\$26,854.92
CREDIT COLLECTIONS BUREAU	COLLECTIONS	\$155.92
DAKOTA DATA SHRED	SHREDDING SERVICE	\$82.91
DAKOTA DIRECTIONAL LLC	SERVICE - MULTIPLE ELECTRIC PROJECTS	\$261,211.06
DAKOTA RIGGERS & TOOL	SUPPLIES	\$37.00
DAKOTA TUBE INC	ENERGY INCENTIVE REBATE	\$468.00
DAN BIERSCHBACH	ENERGY INCENTIVE REBATE	\$1,000.00

DEPARTMENT OF HEALTH	WATER SAMPLES	\$1,402.00
DIESEL MACHINERY INC	SUPPLIES	\$186.70
DSG DAKOTA SUPPLY GROUP	SUPPLIES	\$1,645.12
DTN, LLC	SUBSCRIPTION	\$552.30
DUININCK INC	DIRT, GRAVEL, CRUSHED CONCRETE	\$5,774.29
DUTTON-LAINSON COMPANY	WATER METERS	\$7,836.17
ELECTRIC MOTORS & MOORE INC	SUPPLIES	\$322.00
ELEMENT MATERIALS TECHNOLOGY	SERVICE	\$630.00
ERIC TILBERG	ENERGY INCENTIVE REBATE	\$500.00
ETHANOL PRODUCTS LLC	BULK CO2	\$1,935.24
FASTENAL COMPANY	SUPPLIES	\$175.96
FEDERAL EXPRESS CORP	SERVICE	\$54.38
FIDELITY SECURITY LIFE INSURANCE CO. (EYEMED)	VISION INSURANCE	\$175.76
FOLEY AND FOLEY LAW OFFICE, PC	SEPT LEGAL FEES	\$907.50
G & R CONTROLS INC.	SERVICE - BOILERS	\$7,699.52
GANNETT MEDIA CORP	PUBLISHINGS	\$226.26
GLOBAL SAFETY NETWORK	SERVICE	\$127.44
GRAINGER	SUPPLIES	\$318.20
GROEBNER	RISERS	\$17,451.88
HAWKINS, INC.	AZONE 15, HYDROFLUOSILICIC ACID	\$28,368.45
IBEW LOCAL 426	UNION DUES	\$4,149.00
IMPERIAL SUPPLIES LLC	SUPPLIES	\$138.67
J H LARSON COMPANY	SUPPLIES	\$2,672.06
JOE MEDANICH ASPHALT SERVICES	ASPHALT SERVICE(S)	\$15,714.21
JORGENSON & OLSON ASPHALT MAINTENANCE, LLC	ASPHALT SERVICE	\$6,123.23
KARST, ADAM	REIMBURSEMENT EXPENSE	\$459.19
KOONS GAS MEASUREMENT	ROOTS GAS METERS	\$16,105.82
LEAK LOCATORS OF MONTANA, LLC	SERVICE	\$128.00
LEHNER, STEVE	REIMBURSEMENT EXPENSE	\$176.08
LEVASSEUR, DAN	REIMBURSEMENT EXPENSE	\$424.28
LOCATORS & SUPPLIES INC	SUPPLIES	\$1,039.13
LOVELIS, WAYNE	REIMBURSEMENT EXPENSE	\$782.40
LUKEN, MIKE	REIMBURSEMENT EXPENSE	\$307.80
LUNDE, JOHN	REIMBURSEMENT EXPENSE	\$379.45
MAC'S HARDWARE	SUPPLIES	\$78.16
MAGSTADT, BERT	REIMBURSEMENT EXPENSE	\$580.40
MATHESON TRI-GAS INC	SUPPLIES	\$432.68
MCKEEVER INC	SUPPLIES	\$175.00
MENARDS INC	SUPPLIES	\$645.06
MENNENGA, SHEILA	REIMBURSEMENT EXPENSE	\$280.08
MET LIFE	LIFE INSURANCE	\$1,668.28
MIDCONTINENT COMMUNICATIONS	INTERNET & CABLE SERVICE	\$203.39
MILBANK WINWATER WORKS	SUPPLIES	\$1,263.48
MINNESOTA MUNICIPAL UTILITIES ASSN	SAFETY PROGRAM	\$9,192.50
MUNICIPAL UTILITIES - PC	REPLENISH PETTY CASH	\$765.09
MUNICIPAL UTILITIES-NSF CHECK ACCO	REIMBURSE NSF FUND	\$704.84
MUNICIPAL UTILITIES-REFUND ACCT	REFUNDS OF CREDITS ON ACCOUNTS	\$12,407.03
MUNICIPAL UTILITIES-TERM LIFE PAY	TERM LIFE	\$2,082.00
NAPA CENTRAL	SUPPLIES	\$222.93
NORTHWEST PIPE FITTINGS INC	SUPPLIES	\$559.66
OFFICE PEEPS	ENERGY INCENTIVE REBATE	\$956.34
OFFICE PEEPS	SUPPLIES	\$920.08
PETE LIEN & SONS	BULK LIME	\$34,755.86
PRINCIPAL FINANCIAL GROUP	DENTAL INSURANCE	\$1,481.72
PRINT 'EM NOW INC	SUPPLIES	\$287.00
PRO LINE INC	SERVICE	\$284.90
RC FIRST AID	SUPPLIES	\$77.00

RELIABANK DAKOTA	FLEX DC	\$6,435.22
RESCO	FIBER WIRE	\$7,532.57
RODENBURG LAW FIRM	EMPLOYEE DEDUCTION	\$150.00
RON'S SAW SALES	SUPPLIES	\$659.98
RUNNING'S SUPPLY INC	SUPPLIES	\$493.97
SANFORD WATERTOWN OCCUPATIONAL MEDICINE	SERVICE	\$395.00
SCHAEFFER MFG CO	SUPPLIES	\$1,482.25
SCOTT ENGINEERING CO	SERVICE - RAUVILLE SPILLWAY PROJECT	\$6,400.00
SD ONE CALL	LOCATES	\$584.85
SENSIT TECHNOLOGIES LLC	SUPPLIES	\$2,453.87
SENTRY HOLDINGS	ENERGY INCENTIVE REBATE - 1414 5TH ST SE	\$2,022.00
SERVICEMASTER OF WATERTOWN	JANITORIAL SERVICE	\$4,120.00
SIOUX VALLEY CO-OP	FUEL, SUPPLIES	\$7,171.96
STAR LAUNDRY	SERVICE	\$562.28
SUTTON LAWN & SNOW LLC	SEPT LAWN CARE	\$2,268.00
T & M AUTOBODY INC	SERVICE - UNIT 22	\$1,432.64
TEREX USA, LLC	SERVICE - UNIT 29	\$5,230.02
TERRY-DURIN CO.	SUPPLIES	\$1,233.66
TITAN MACHINERY- WTN	SUPPLIES	\$62.47
TOSHIBA FINANCIAL SERVICES	COPIER LEASE	\$320.00
TRAV'S OUTFITTER	SAFETY CLOTHING	\$744.93
US DEPT OF ENERGY WESTERN AREA POWER ADMINISTRATION	ANNUAL MAINTENANCE	\$3,000.00
USA BLUEBOOK	SUPPLIES	\$294.48
WALMART	SUPPLIES	\$50.08
WATERTOWN DEVELOPMENT COMPANY	INDUSTRIAL DEVELOPMENT EXPENSE	\$8,690.00
WATERTOWN UNITED WAY	United Way	\$225.00
WATERTOWN WHOLESALE INC	SUPPLIES	\$1,047.25
WESCO DISTRIBUTION INC	WIRE AS PER BID	\$525,494.28
WILTECH INC	SERVICE - SUBSTATION	\$4,531.50
	TOTAL	<u>\$1,227,119.61</u>

Total October 2024 \$1,227,119.61; US Bank Nat'l Assoc. \$50,121.25, Transfer to City's General Fund \$120,500.00, Muni Utilities Electric Water Gas \$63,321.44; Missouri River Energy Services Power \$1,689,423.66; BP Canada Energy Marketing Natural Gas \$37,762.20; Dept. of Revenue Sales/Excise Tax \$179,115.63; CPEP #3 Natural Gas \$4,959.75, CPEP #4 Natural Gas \$6,682.50, CPEP #5 Natural Gas \$8,694.45, CPEP #3 Hedge \$26,436.03, CPEP #4 Hedge \$17,944.35, Sequent Energy Mgmt \$2,354.04. Finance Office Garbage/Sewer \$669,090.74.

ITEM 8102

Pursuant to SDCL 1-25-2(3) Carter moved with second by Larkin to move to Executive Session. The Board does not expect to take-action when they reconvene to the regular session. Motion carried.

Vice President Brenden declared Executive Session done and they reconvened to regular session.

Motion by Thomas with second by Larkin to adjourn. Motion carried.

The Watertown Municipal Utilities does not discriminate in employment opportunities or provision of services on-the basis of race, color, religion, sex, national origin, age, disability, or any other characteristic protected by law.

Dated at Watertown, South Dakota this 28th, day of October, 2024.

ATTEST: _____

Lisa Pahl
Board Secretary
Municipal Utilities Board

Dan Brenden
Board Vice President
Municipal Utilities Department

MINUTES OF MUNICIPAL UTILITIES BOARD MEETING

Monday, November 25, 2024

The Municipal Utilities Board convened in regular session at the Watertown Municipal Utilities Board Room 901 Fourth Avenue SW Watertown SD on Monday, November 25th, 2024, at 12:00 p.m. with President Mike Luken presiding.

Board members present: Mike Luken, Dan Brenden, Rich Thomas, Charlie Larkin and Chris Carter. Board Liaison, member of City Council, Mike Danforth absent. Staff members present: Steve Lehner, Adam Karst, Bert Magstadt, John Lunde, Mark Meier, Rod Suttan, Dan LeVasseur, Sheila Mennenga, Cheryl Mack, Gina Brown, Lisa Pahl and Attorney Vince Foley. Media Roger Whittle, The Watertown Current.

ITEM 8108

Motion by Thomas with second by Carter to approve the agenda. Motion carried.

ITEM 8109

Motion by Larkin with second by Brenden to approve minutes of Regular Board Meeting on October 28, 2024, and Special Session Board Meeting on November 12, 2024. Motion carried.

ITEM 8110

Public Comment - None

ITEM 8111

Karst presented information on rates as outlined and presented at the November 12th Special Session Board Meeting, overall change in Residential Electric Rates will increase by 1%, Water Rates will increase by 5% and a decrease of 5% in Natural Gas Rates. All changes are effective with the January 2025 readings to be billed February 3, 2025. Motion by Thomas and second by Brenden. Motion carried unanimously upon roll call vote.

ITEM 8112

Motion by Carter with second by Thomas to approve the 2025 budget, including operating budget and capital budget as presented at the November 12th Special Session Board Meeting. Motion carried unanimously upon roll call vote.

WATERTOWN MUNICIPAL UTILITIES DEPARTMENT
2025 BUDGET - COMBINED STATEMENT OF REVENUES AND EXPENSES
11/12/2024

	BUDGET 2025
OPERATING REVENUES:	
ELECTRIC SALES	33,321,491
WATER SALES	8,267,412
GAS SALES	12,158,450
TRANSMISSION REVENUE	887,256
PUBLIC FIRE PROTECTION CHARGE	388,080
REVENUE FROM WATER TAPPING FEES	170,000
OTHER INCOME	295,753
TOTAL OPERATING REVENUES	55,488,442
 OPERATING EXPENSES:	
PURCHASED ELECTRICITY	20,760,035
PURCHASED GAS	5,998,318
OTHER PROD EXPENSES	2,048,647
TRANS & DIST EXPENSES	10,227,454
COMML & GEN EXPENSES	3,296,602
DEPRECIATION & AMORT EXP	3,703,893
TOTAL OPERATING EXPENSES	46,034,949
 NET OPERATING INCOME(LOSS)	 9,453,493
 OTHER INCOME OR EXPENSES	
INTEREST EXPENSE	(108,985)
INTEREST INCOME	1,527,998
TOTAL NON-OPERATING REVENUES	1,419,013
 INCOME (LOSS) BEFORE TRANSFERS	 10,872,506
CAPITAL CONTRIBUTIONS/AID TO CONSTRUCTION	120,000
WATER MAIN AID TO CONSTRUCTION	785,000
FEDERAL GRANT REVENUE	637,977
TRANSFER TO CITY OF WATERTOWN'S GENERAL FUND	(1,489,400)
INCOME (LOSS) AFTER TRANSFER TO CITY OF WATERTOWN	10,926,083

WATERTOWN MUNICIPAL UTILITIES DEPARTMENT
2025 BUDGET - COMBINED CAPITAL BUDGET AND APPLICATION OF CASH
11/12/2024

**BUDGET
2025**

CASH APPLICATION:

TOTAL CAPITAL ADDITIONS	9,917,047
AID TO CONSTRUCTION PROJECTS	(905,000)
REQUIRED WATER TREATMENT PLANT PRINCIPAL LOAN PAYMENT	1,029,190
REIMBURSE WATER SRF PROJECTS	(2,426,590)
WATER SRF PROJECTS	2,126,590
<hr/> TOTAL APPLICATION OF CASH	<hr/> 9,741,237

ITEM 8113

Motion by Brenden with second by Carter to approve resolution agreement with IBEW. Motion carried unanimously upon roll call vote.

**RESOLUTION 8113
A RESOLUTION APPROVING THE SETTLEMENT
OF THE COLLECTIVE BARGAINING
NEGOTIATIONS BETWEEN WATERTOWN MUNICIPAL UTILITIES,
A DEPARTMENT OF THE CITY OF WATERTOWN, SOUTH DAKOTA AND
LOCAL 426 OF THE INTERNATIONAL BROTHERHOOD OF
ELECTRICAL WORKERS, AFL-CIO**

WHEREAS Watertown Municipal Utilities, a department of the City of Watertown, employs public employees represented by public employee unions, and,

WHEREAS such public employees have the right to designate representatives for the purpose of meeting and negotiating a collective bargaining agreement with Watertown Municipal Utilities, a department of the City of Watertown, pursuant to *S.D.C.L. Chapter 3-18*, and,

WHEREAS Watertown Municipal Utilities, a department of the City of Watertown, and representatives of Local 426 of the International Brotherhood of Electrical Workers, AFL-CIO, have conducted extensive collective bargaining negotiations, and, in good faith, have reached a settlement on all terms of an Agreement which, upon passage of this Resolution, shall take effect on January 1, 2025 and which will expire on December 31, 2027;

NOW, THEREFORE, BE IT RESOLVED by Watertown Municipal Utilities, a department of the City of Watertown, acting by and through its Board, that the Agreement between Watertown Municipal Utilities and Local 426 of the International Brotherhood of Electrical Workers, AFL-CIO, is hereby approved and shall be executed by the President of the Municipal Utilities Board on behalf of Watertown Municipal Utilities, a department of the City

of Watertown, and a copy of said Agreement shall be maintained on file at Watertown Municipal Utilities.

ITEM 8114

Motion by Thomas with second by Brenden to authorize General Manager to sign agreement with Tyler Technologies for new billing software. Motion carried.

ITEM 8115

Motion by Brenden second by Carter to Declare as Surplus Unit 205 welder and trailer Asset #268 - Water Department. Motion carried.

ITEM 8116

This being the time and place set for consideration of bids; the following were presented. Bids for Transformers, Dead-Front Pad-Mount Switchgear, Commercial and Residential Security Lights . These bids were opened Thursday, November 21st, 2024, at 1:30 PM by the Watertown Municipal Utilities Staff as authorized by the Board.

Transformers: Four bids were received and upon review and recommendation by Magstadt, motion by Carter with second by Thomas to award bid to low valid bidder for Item 1 Dakota Supply Group, Sioux Falls, SD for a total of \$14,076.00, Item 2 Border States Electric, Sioux Falls, SD for a total of \$62,500, Item 3 RESCO Co., Moorhead, MN for a total of \$90,351.42, Item 4 RESCO Co., Moorehead, MN for a total of \$63,354.28 and Item 5 RESCO Co., Moorehead, MN for a total of \$72,714.28. Motion carried.

600 AMP DEAD-FRONT PAD-MOUNTED SWITCHGEAR: Six Bids were received and upon review and recommendation by Magstadt, motion by Larkin with second by Thomas to award bid to low valid bidder to Border States Electric, Sioux Falls, SD, for a total of Item 1 & Item 2 \$196,176.00. All other bids did not meet specs for delivery date. Motion carried.

COMMERCIAL SECURITY LIGHT: Four bids were received and upon review and recommendation by Magstadt, motion by Thomas with second by Carter to award bid to low valid bidder to Dakota Supply Group, Sioux Falls, SD for \$12,360.50. Motion carried.

RESIDENTIAL SECURITY LIGHT: Four bids were received and upon review and recommendation by Magstadt, motion by Carter with second by Brenden to award bid to low valid bidder to Dakota Supply Group, Sioux Falls, SD for \$7,538.00. Motion carried.

ITEM 8117

Open: a) Bill Stuffer - Lehner presented the Winter Snow Reminder Bill Stuffer.

ITEM 8118

Magstadt presented the Report on Operations and Projects. Electric, Projects Completed this Month: 2 outages this month for a total of 69 unscheduled power outages in 2024, energized three-phase transformer for Electrify America Charging Station, terminated and energized new 750 MCM feeder at Uptown Substation. Projects in Progress: Installing three-phase transformer at the Ethanol Plant. Gas Department, Digging season is over, assisted NBPL in getting back-up feed & line heater operational, tested back-up feed off original NBPL tap, operated as it should, promoted Tim Pahl to Cathodic and Leak Survey Technician effective Nov. 21, 2024. Water Department, One water main break for November, mailed out 2,402 "unknown" lead service line letters to customers, received 183 emails as of Nov. 18th with customer responses on service lines which all were non-lead and removed from list. Engineering, 507 One-Call locates for October 2024, scrubbing out the lead data letters.

ITEM 8119

Karst presented the report on Administration and Financial Statements. Purchasing, Accounting and Facilities, Projects in Progress: Preparing for winter snowfall. Upcoming Projects: Preparing for 2024 physical inventory. Customer Service, Projects Completed this Month: 14,984 Payments collected for a total of \$5,203,674 and 57,476 services billed for a total of \$4,374,761. Human Resources/Risk Management: Began training with HR/Risk Coordinator replacement, Cheryl Mack, completed open enrollment, including submitting applications for 2025 for all staff, promotion for Tim Pahl to Gas Cathodic & Leak Survey Technician, effective 11/21/2024, Posted welder/fitter/operator position internally and will interview candidates the week of November 25th. Information Systems Cybersecurity: New phone system mostly complete, working on SCADA alarms and ringing at WTP, New Security tools added, Unknown water service line statistics - 12% response already.

Statements of Revenue and Expenses and Capital Additions were presented to the Board for review. Year to date net income is \$2,452,839 above budget for the ten months ending October 31st, 2024. Total Capital Additions are \$2,834,021 under budget for the ten months ending October 31st, 2024.

ITEM 8120

Motion made by Carter with second by Larkin to approve the following verified salary claims and bills. Motion carried unanimously upon roll call vote. Total Watertown Municipal Utilities Net Payroll for November 2024 Plus ACH Payroll Payments \$709,729.01. Add: Cheryl Mack, effective 11/4/2024.

Name	Payable Description	Payment Amount
DECEMBER 2, 2024		
AASON ENGINEERING CO INC	SERVICE	\$250.00
ABC EMBROIDERY	SERVICE	\$14.85
ADVANCED ENGIN. AND ENVIRONMENTAL SRVS, LLC	MELLETTTE WATERMAIN EXTENSION	\$19,263.14
AFLAC	ACCIDENT	\$1,611.05
AMARIL UNIFORM COMPANY	SAFETY CLOTHING	\$2,464.24
AMERICAN WATER WORKS ASSN	2025 MEMBERSHIP	\$2,418.00
APPLICANT PRO	SERVICE	\$236.00
ARKEMA INC.	ODORANT	\$14,259.00
AUTOMATIC BUILDING CONTROLS	SERVICE	\$410.20
BASCOM-TURNER INSTRUMENTS INC.	SERVICE	\$698.22
BASIN CONSTRUCTION & DRAIN TILE, LLC	SERVICE - ROAD REPAIR/SPILLWAY WORK	\$107,880.00
BATTERIES UNLIMITED INC	SUPPLIES	\$60.00
BENDIX IMAGING INC	SUPPLIES	\$785.97
BLUMIRA, INC.	SECURITY SOFTWARE	\$11,580.00
BORDER STATES ELECTRIC SUPPLY	3 PHASE FAULT INDICATORS	\$24,968.78
BORNS GROUP	POSTAGE & MAILING	\$10,842.87
BUREAU OF ADMINISTRATION	STATE TELEPHONE NETWORK USAGE	\$123.08
CARTNEY BEARING & SUPPLY	SUPPLIES	\$83.64
CHASE CARDMEMBER SERVICE	CREDIT CARD	\$2,992.16
CHILD SUPPORT PAYMENT CENTER	EMPLOYEE DEDUCTION: CHILD SUPPORT	\$750.00
CODINGTON COUNTY REGISTER OF DEEDS	EASEMENT	\$35.00
CODINGTON-CLARK ELECTRIC COOPERATIVE INC	WELLFIELD ELECTRIC SERVICE	\$6,285.36
CONNECTING POINT	SUPPLIES	\$3,053.90
CONTROL EQUIPMENT SALES, INC	SUPPLIES	\$556.70
CONVERGINT TECHNOLOGIES LLC	SUPPLIES	\$2,617.68
CORE & MAIN LP	HYDRANTS	\$50,590.77
CREATIVE REWARDS	SUPPLIES	\$65.00
CREDIT COLLECTIONS BUREAU	COLLECTIONS	\$283.52
DAKOTA DATA SHRED	SHREDDING SERVICE	\$82.91
DAKOTA DIRECTIONAL LLC	SERVICES - SECONDARY, STREET LIGHTS, PRIMARY	\$99,345.50
DEPARTMENT OF HEALTH	WATER SAMPLES	\$562.00
DSG DAKOTA SUPPLY GROUP	WATER METERS	\$3,619.90
DTN, LLC	SUBSCRIPTION	\$552.30
DUIINCK INC	SERVICE - WATERMAIN EXTENSION	\$8,582.29
DUIINCK INC	DIRT, GRAVEL, ROCK, CRUSHED CONCRETE	\$12,306.41
DUTTON-LAINSON COMPANY	ERTS FOR GAS METERS	\$17,043.00
ENERGY LABORATORIES INC	SERVICE	\$1,482.00
ENGELSTAD ELECTRIC COMPANY	SERVICE	\$2,029.60
ERICKSON, AARON	REIMBURSEMENT EXPENSE	\$600.37
ETHANOL PRODUCTS LLC	BULK CO2	\$2,065.98
EVOLUTION POWERSPORTS	SUPPLIES	\$59.99
FASTENAL COMPANY	SUPPLIES	\$930.79
FIDELITY SECURITY LIFE INSURANCE CO. (EYEMED)	VISION INSURANCE	\$181.97
FOERSTER TESTING LIMITED	SERVICES	\$1,275.00
FOLEY AND FOLEY LAW OFFICE, PC	OCTOBER LEGAL FEES	\$885.00
GANNETT MEDIA CORP	PUBLISHINGS	\$268.96
GLOBAL SAFETY NETWORK	SERVICE	\$127.44
GRAINGER	SUPPLIES	\$938.82
HAWKINS, INC.	AZONE 15, HYDROFLUOSILICIC ACID	\$23,377.21
IBEW LOCAL 426	UNION DUES	\$4,149.00
INTERSTATE ALL BATTERY CENTER	SUPPLIES	\$259.00
J H LARSON COMPANY	SUPPLIES	\$2,006.78
JOHNSON CONTROLS INC	SERVICE	\$425.75
JORGENSON & OLSON ASPHALT MAINTENANCE, LLC	ASPHALT SERVICE	\$5,550.01
JURGENS PRINTING INC	SUPPLIES	\$165.00
JUSTICE FIRE & SAFETY	SERVICE	\$400.00
KARST, ADAM	REIMBURSEMENT EXPENSE	\$734.19
LAKE AREA TECHNICAL COLLEGE	TRAINING EXPENSE	\$2,300.00
LEHNER, STEVE	REIMBURSEMENT EXPENSE	\$265.54
LEVASSEUR, DAN	REIMBURSEMENT EXPENSE	\$116.48
LOCATORS & SUPPLIES INC	SUPPLIES	\$95.74
LOVELIS, WAYNE	REIMBURSEMENT EXPENSE	\$857.40
LUNDE, JOHN	REIMBURSEMENT EXPENSE	\$1,902.60
MAC'S HARDWARE	SUPPLIES	\$136.59

MAGSTADT, BERT	REIMBURSEMENT EXPENSE	\$2,736.14
MATHESON TRI-GAS INC	SUPPLIES	\$2,718.89
MCKEEVER INC	SUPPLIES	\$280.00
MENARDS INC	SUPPLIES	\$394.20
MET LIFE	LIFE INSURANCE	\$1,663.24
MIDCONTINENT COMMUNICATIONS	INTERNET, CABLE & PHONE SERVICE	\$3,584.55
MILBANK WINWATER WORKS	SUPPLIES	\$922.68
MISSOURI RIVER ENERGY SERVICES	SERVICE	\$1,164.65
MUELLER CO	SUPPLIES	\$1,120.66
MUNICIPAL UTILITIES - PC	REPLENISH PETTY CASH	\$372.87
MUNICIPAL UTILITIES-NSF CHECK ACCO	REIMBURSE NSF FUND	\$615.87
MUNICIPAL UTILITIES-REFUND ACCT	REFUNDS OF CREDITS ON ACCOUNTS	\$6,494.86
NAPA CENTRAL	SUPPLIES	\$330.28
NELSON TECHNOLOGIES INC	SERVICE TUNE-UPS: 2 HEATERS, GAS DEPT	\$5,920.00
NORTHERN NATURALGAS CO.	PURCHASED GAS	\$207.31
OFFICE OF FIRE MARSHALL	SERVICE	\$160.00
OFFICE PEEPS	SUPPLIES	\$880.09
PALMER WAHL INSTRUMENTS INC.	SUPPLIES	\$633.12
PAYMENTUS GROUP INC.	SERVICE	\$89.55
PETE LIEN & SONS	BULK LIME	\$29,251.04
POMP'S TIRE SERVICE, INC.	SERVICE	\$144.10
PRINCIPAL FINANCIAL GROUP	DENTAL INSURANCE	\$1,523.34
RELIABANK DAKOTA	FLEX DC	\$6,435.22
RESCO	ELBOW ARRESTORS, SUPPLIES	\$13,925.83
RODENBURG LAW FIRM	EMPLOYEE DEDUCTION	\$150.00
RON'S SAW SALES	SERVICE	\$127.39
RUNNING'S SUPPLY INC	SUPPLIES	\$1,358.94
SANFORD WATERTOWN OCCUPATIONAL MEDICINE	SERVICE	\$229.00
SCHAEFFER MFG CO	SUPPLIES	\$1,200.96
SD FEDERAL PROPERTY AGENCY	SUPPLIES	\$125.00
SD ONE CALL	LOCATES	\$552.30
SD PUBLIC UTILITIES COMMISSION	TRAINING EXPENSE	\$320.00
SENSIT TECHNOLOGIES LLC	GAS DETECTORS	\$2,533.91
SERVICEMASTER OF WATERTOWN	JANITORIAL SERVICE	\$4,120.00
SIOUX VALLEY CO-OP	FUEL, SUPPLIES	\$6,734.70
SPARTON	ENERGY INCENTIVE REBATE	\$2,164.00
SPEE-DEE DELIVERY SERVICE INC	SERVICE	\$86.76
STAN HOUSTON EQUIP CO	RENTAL	\$2,545.00
STAR LAUNDRY	SERVICE	\$598.36
STUART C IRBY CO	ELBOWS	\$7,087.00
SUTTON LAWN & SNOW LLC	OCT LAWN CARE	\$534.00
TOSHIBA FINANCIAL SERVICES	COPIER LEASE	\$383.68
TRAV'S OUTFITTER	SAFETY CLOTHING	\$1,226.92
USA BLUEBOOK	SUPPLIES	\$370.62
VESSCO INC	REMOTE GAS FEEDERS, SUPPLIES - WTP	\$39,225.27
WATERTOWN COMMUNITY FOUNDATION	ENERGY INCENTIVE REBATE	\$480.15
WATERTOWN DEVELOPMENT COMPANY	INDUSTRIAL DEVELOPMENT EXPENSE	\$8,690.00
WATERTOWN UNITED WAY	United Way	\$225.00
WESCO DISTRIBUTION INC	WIRE AS PER BID	\$91,291.03
WILSON BOHANNAN COMPANY	SUPPLIES	\$2,589.46
	TOTAL	<u>\$717,378.59</u>

Total November 2024, \$717,378.59; Transfer to City's General Fund \$120,500, Muni Utilities Electric Water Gas \$54,729.66; Missouri River Energy Services Power \$1,474,209.23; BP Canada Energy Marketing Natural Gas \$49,535.98; Dept. of Revenue Sales/Excise Tax \$163,795.88; CPEP #3 Natural Gas \$19,603.24, CPEP #4 Natural Gas \$30,157.58, CPEP #5 Natural Gas \$49,318.29, CPEP #3 Hedge Natural Gas \$75,092.40, CPEP #4 Hedge Natural Gas \$28,029.60, Sequent Energy Mgmt. Natural Gas \$638.10. City Finance Office Garbage/Sewer \$667,439.36.

ITEM 8121

Pursuant to SDCL 1-25-2 (2) Brenden moved with second by Thomas to move to Executive Session. The Board does not expect to take-action when they reconvene to the regular session. Motion carried.

President Luken declared Executive Session done and they reconvened to Motion by Larkin with second by Thomas to adjourn. Motion carried.

The Watertown Municipal Utilities does not discriminate in employment opportunities or provision of services on-the basis of race, color, religion, sex, national origin, age, disability, or any other characteristic protected by law.

Dated at Watertown, South Dakota this 25th, day of November, 2024.

ATTEST: _____
Lisa Pahl
Board Secretary
Municipal Utilities Board

Michael Luken
Board President
Municipal Utilities Board

**MINUTES OF SPECIAL SESSION BOARD MEETING
FINANCE COMMITTEE MEETING
MUNICIPAL UTILITIES DEPARTMENT
TUESDAY, NOVEMBER 12TH, 2024**

The Municipal Utilities Board convened in special session at Municipal Utilities Board Room Watertown, SD on Tuesday, November 12th, 2024, at 7:00 AM with President Mike Luken presiding.

Board members present: Mike Luken, Rich Thomas, Christine Carter, Charlie Larkin and Dan Brenden via teams. Staff Members present: Steve Lehner, Adam Karst and Bert Magstadt. Media, Roger Whittle of The Watertown Current Newspaper.

ITEM 8103

Motion by Thomas with second by Carter to approve the agenda. Motion carried.

ITEM 8104

Public Comment: None

ITEM 8105

Discussion of proposed budget for 2025 including operating budget and capital budget. Review of proposed projects for Electric, Water and Gas Departments; review of proposed items for working tools and equipment. The proposed budget with recommendations will be brought to the regular November Board Meeting for approval.

ITEM 8106

Motion by Larkin with second by Carter to approve amendment to change order #1 for the 12th Ave Cast Iron Replacement Project. Motion carried.

ITEM 8107

Motion by Larkin with second by Thomas to adjourn the meeting. Motion carried.

The Watertown Municipal Utilities Department does not discriminate in employment opportunities or provision of services on the basis of race, color, religion, sex, national origin, age, disability, or any other characteristic protected by law.

Dated at Watertown, South Dakota this 12th, day of November, 2024.

ATTEST: _____

Lisa Pahl
Board Secretary
Municipal Utilities Board

Michael Luken
Board President
Municipal Utilities Board

MINUTES OF MUNICIPAL UTILITIES BOARD MEETING**Monday, December 30th, 2024**

The Municipal Utilities Board convened in regular session at the Watertown Municipal Utilities Board Room 901 Fourth Avenue SW Watertown SD on Monday, December 30th, 2024, at 12:00 p.m. with President Mike Luken presiding.

Board members present: Mike Luken, Dan Brenden, Rich Thomas, Charlie Larkin and Chris Carter. Board Liaison, member of City Council, Mike Danforth. Staff members present: Steve Lehner, Adam Karst, Bert Magstadt, John Lunde, Aaron Erickson, Brian Benson, Rod Suttan, Dan LeVasseur, Sheila Mennenga, Cheryl Mack, Gina Brown, Lisa Pahl and Attorney Vince Foley. Media Steve Jurrens, KXLG Radio and Roger Whittle of the Watertown Current.

ITEM 8122

Motion by Larkin with second by Thomas to approve the agenda. Motion carried.

ITEM 8123

Motion by Carter with second by Brenden to approve the consent agenda, which gives authorization to call for bids for the following items, authorization to declare as surplus the following items and a list of vehicles purchased using the State contract. Motion carried.

1. AUTHORIZE TO CALL FOR BIDS
 - a) Pebble Lime - Water Department
 - b) Water Meters - Water Department
 - c) Hydrants - Water Department
 - d) Water Pipe - Water Department
 - e) Installation of Water Mains - Water Department
 - f) Chemicals - Water Department
 - g) Sodium Hypochlorite - Water Department
 - h) SCADA software and hardware - Water Department
 - i) Water Main Fittings, Valves and Material - Water Department
 - j) Control and Treatment Systems Equipment - Water Department
 - k) Storage Building - Water Department
 - l) Vac Machine - Water Department
 - m) Security Gate and Equipment at WTP - Water Department
 - n) Trace Wire - Gas and Water Department
 - o) Gas Pipe - Gas Department
 - p) Installation of Gas Mains and Services - Gas Department
 - q) SCADA Software and Hardware - Gas Department
 - r) Gas Leak Detection Equipment - Gas Department
 - s) Gas Regulators - Gas Department
 - t) Gas Meters - Gas Department
 - u) Anodes - Gas Department
 - v) Elbow Cabinets - Electric Department
 - w) Basements - Electric Department

- x) Installation of URD Primary & Secondary - Electric Department
- y) Installation of Electric Services - Electric Department
- z) Pad-Mounted Switchgear - Electric Department
- aa) Capacitor Banks - Electric Department
- bb) Transformers - Electric Department
- cc) Wire - Electric Department
- dd) Streetlight Poles, Posts and Mounts - Electric Department
- ee) Security Lights - Electric Department
- ff) Trucks/Vehicles - All Departments
- gg) Janitorial - All Departments
- hh) Bill Processing & Mailing Services - Customer Service

2. DECLARE AS SURPLUS

- a) Asset #1156, 2015 Ford F-550 Reg. Cab 4 x 4 Diesel 1.5 Ton truck (Gas)
- b) Asset #1258, 2017 Dodge Ram 2500ST ¾ Ton Pickup (Water)
- c) Asset #933, 2008 Ford F-250 ¾ Ton Pickup (Gas)
- d) Asset #1172, 2015 Ford F-550 Super Cab 4 x 4 Diesel 1.5 Ton Truck (Water)
- e) Asset #1032, 2010 Chevrolet Impala (Gas)
- f) Asset #1153, 2014 Ford F-150 4 x 4 Ext. Cab ½ Ton Pickup (Water)

3. VEHICLES PURCHASED USING STATE CONTRACT

- a) Lamb Motors, State Contract #17619 for \$58,805, Ford Expedition, replacing Unit 37
- b) Lamb Motors, State Contract #17619 for \$48,916, Ford Crew Cab Pickup, replacing Unit 8
- c) Lamb Motors, State Contract #17619 for \$550,180, Ford F250 Regular Cab, replacing Unit 17
- d) Lamb Motors, State Contract #17618 for \$51,225, Chevrolet Crew Cab Pickup, replacing Unit 2
- e) Boyer Ford, State Contract #17616 for \$60,700, Ford F550 Extended Cab, replacing Unit 10
- f) Boyer Ford, State Contract #17616 for \$68,985, Ford 550 4 x 4, replacing Unit 1

ITEM 8124

Motion by Thomas with second by Brenden to approve minutes of Regular Board Meeting on November 25th, 2024. Motion carried.

ITEM 8125

Public Comment - None

ITEM 8126

Motion by Brenden with second by Carter to authorize an addendum to the Fiber Optic Lease with the City of Watertown by changing the fiber optic loop from the Police Department from the old City Hall to the new City Hall Building. Motion carried.

ITEM 8127

Motion by Carter with second by Larkin to remove the uncollectable accounts totaling \$87,254.08 from Accounts Receivable. There has been no payment on these accounts for the past seven years, with exception to J & J Earthworks for \$55,400. J & J Earthworks was disputing a Watertown Municipal Utilities Bill and Watertown Municipal Utilities was disputing a J & J Earthworks bill. An agreement was made to settle the dispute by

waiving the bills to each other. The other names will remain on record in case of future payments made or applications for future service. Motion carried.

ITEM 8128

Motion by Brenden with second by Thomas to approve General Manager to sign task order No. 1 - Amendment No. 1 with Advanced Engineering and Environmental Services, LLC for Additional Engineering Services for Water Treatment Plant in the amount of \$55,000. Motion carried.

ITEM 8129

Motion by Brenden with second by Thomas to approve General Manager to sign task order No. 2 - Amendment No. 1 with Advanced Engineering and Environmental Services, LLC for Additional Engineering Services for 3rd Ave NW (Mellette) water main replacement in the amount of \$18,000. Motion carried.

ITEM 8130

Motion by Brenden with second by Thomas to approve **Resolution 8130**, a Resolution recommending approval of the issuance by the City of Watertown, South Dakota of its drinking Water Surcharge Revenue Bond, series 2025. Motion carried unanimously by roll call vote.

RESOLUTION RECOMMENDING APPROVAL OF THE ISSUANCE BY THE CITY OF WATERTOWN, SOUTH DAKOTA OF ITS DRINKING WATER SURCHARGE REVENUE BOND, SERIES 2025 IN AN AMOUNT NOT EXCEEDING \$3,403,610, TO FINANCE CONSTRUCTION OF IMPROVEMENTS TO THE WATER SYSTEM OF THE CITY AND APPROVING THE EXECUTION OF A LOAN AGREEMENT BY THE UTILITIES BOARD

WHEREAS, the City of Watertown, South Dakota (the "City") is authorized pursuant to SDCL § 9-40-1, et seq., to construct, operate and improve drinking water systems; and

WHEREAS, pursuant to SDCL § 9-39-6 et seq., the City has placed the management and control of the City's drinking water system (the "Water System") in the hands of the City of Watertown Municipal Utilities Board (the "Utilities Board"); and

WHEREAS, the Utilities Board has determined that it is necessary and in the best interests of the City to make certain improvements to the Water System, such improvements being more fully described in Exhibit A attached hereto (the "Project"), and to finance up to \$3,403,610 of the costs thereof through the issuance by the City of its drinking water surcharge revenue bond (the "Series 2025 Bond") through a borrowing from the South Dakota Drinking Water State Revolving Fund Loan Program (the

"SRF Loan Program") administered by the South Dakota Conservancy District pursuant to SDCL 46A-1-49; and

WHEREAS, pursuant to SDCL 9-40-15, and Resolution No. 8131, the Utilities Board has adopted a surcharge to repay the principal of and interest on such revenue bond; and

WHEREAS, resolution authorizing the issuance of the Series 2025 Bond under the terms available under the SRF Loan Program (the "Proposed Resolution") has been prepared, and is attached hereto as Exhibit B; and

WHEREAS, as a condition of its purchase of the Series 2025 Bond, the South Dakota Conservancy District requires that the Utilities Board become a party to the loan agreement (the "Loan Agreement") to be executed in connection with the Series 2025 Bond;

NOW, THEREFORE, it is hereby

RESOLVED, that the Board hereby requests that the Watertown City Council adopt the Proposed Resolution authorizing the issuance of the Series 2025 Bond, and to take such other steps as deemed necessary to complete the issuance of the Series 2025 Bond; and

FURTHER RESOLVED, that the President and Vice President, or either of them, are hereby authorized and directed on behalf of the Utilities Board to execute the Loan Agreement, and to execute such other documents and take such other steps as are reasonably necessary or required in connection with the purchase of the Series 2025 Bond by the South Dakota Conservancy District.

EXHIBIT A

Series 2025 Project Description

Replacement of 4- and 8-inch cast-iron water mains installed between 1910 and the 1950s. Approximately 16,200 feet of 6-inch, 7,900 feet of 8-inch, and 4,000 feet of 16-inch PVC water main will be installed within existing city streets and rights-of-way. Valves will be replaced, and water mains will be looped to improve water quality and flows.

EXHIBIT B

Proposed Resolution to Authorize
Series 2025 Bond (\$3,403,610)

RESOLUTION GIVING APPROVAL TO THE ISSUANCE BY CITY OF WATERTOWN, SOUTH DAKOTA OF ITS DRINKING WATER SURCHARGE REVENUE BOND, SERIES 2025, IN AN AMOUNT NOT EXCEEDING \$3,403,610 TO FINANCE, DIRECTLY AND INDIRECTLY, CONSTRUCTION OF IMPROVEMENTS TO THE CITY'S DRINKING WATER SYSTEM; APPROVING THE FORM OF LOAN AGREEMENT AND REVENUE BOND; AUTHORIZING THE SALE OF SAID REVENUE BOND; PLEDGING DRINKING WATER SURCHARGE REVENUES FOR SERVICING DEBT ISSUED HEREUNDER; AND THE MANNER OF EXECUTION AND ISSUANCE OF SAID BOND.

WHEREAS, City of Watertown, South Dakota (the "City") is authorized pursuant to SDCL Chapters 9-40 and 9-47 to construct, operate and improve drinking water systems, and pursuant to SDCL 9-40-6 and Chapter 6-8B (the "Acts") is authorized to issue bonds to defray the cost of such extensions, additions, and improvements; and

WHEREAS, the City Council of the City has determined that it is necessary and in the best interests of the City to make certain improvements to the City's drinking water system (the "Drinking Water System"), such improvements being more fully described as follows:

Replacement of 4- and 8-inch cast-iron water mains installed between 1910 and the 1950s. Approximately 16,200 feet of 6-inch, 7,900 feet of 8-inch, and 4,000 feet of 16-inch PVC water main will be installed within existing city streets and rights-of-way. Valves will be replaced, and water mains will be looped to improve water quality and flows (the "Project"), and to finance \$3,403,610 of the costs thereof through the South Dakota Drinking Water State Revolving Fund Loan Program administered by the South Dakota Conservancy District ("SDCD") pursuant to SDCL 46A-1-49; and

WHEREAS, the City has determined that it is necessary and appropriate to issue its Drinking Water Surcharge Revenue Bond, Series 2025 in the amount of \$3,403,610, as more fully described herein (the "Bond") to the SDCL pursuant to the South Dakota Drinking Water State Revolving Fund Loan Program to finance a portion of the costs of the Project; and

WHEREAS, pursuant to the Acts, including specifically SDCL 9-40-15 and 9-39-6, the City's Municipal Utilities Board on December 30, 2024, adopted Resolution No. 8131 to impose a surcharge on users of the Drinking Water System (the "Surcharge") in order to repay the principal of and interest on the Bond; and

WHEREAS, the City Council has determined that the issuance of the Bond would be in the best interests of the City,

NOW, THEREFORE, BE IT RESOLVED by the City Council of City of Watertown, South Dakota, as follows:

ARTICLE I: THE BOND

Section 1.01 Findings. It is hereby found, determined and declared that:

- (a) The City is a political subdivision of the State of South Dakota and a body corporate and politic.
- (b) The City finds and determines that the improvements included in the Project are necessary for the health and welfare of the residents of the City, and the continuing ability of the City to provide safe drinking water to the users of the Drinking Water System.
- (c) As authorized by this Resolution and the Act, the City has determined that it is necessary and desirable to issue the Bond in a principal amount not to exceed \$3,403,610. The proceeds of the Bond are to be used (i) to pay a portion of the costs of the Project and (ii) to pay the costs of issuance of the Bond.
- (d) The Bond will be issued, sold and delivered by the City pursuant to the terms of the Revenue Obligation Loan Agreement between the City and SDCL (the "Loan Agreement").

Section 1.02 Authorization and Execution of Bond; Terms. The City will issue one fully registered Bond in the principal amount not to exceed the sum of \$3,403,610 (as defined in the Loan Agreement, the "Committed Amount"). The Bond will be designated "Drinking Water Surcharge Revenue Bond, Series 2025," will be numbered R-1 and will be dated as of the date of its issuance. The Bond will be payable in one hundred twenty (120) quarterly installments over a thirty-year period which will commence and be due in the manner provided in the Loan Agreement.

The Bond will bear interest at the rate of 1.625% per annum pursuant to the Loan Agreement. In addition, as required by the Loan Agreement, the City will pay the holder of the Bond an administrative expense surcharge on the outstanding principal amount of the Bond at a rate of .25% per annum. The Bond is issued under the authority of Chapters 9-40 and 6-8B of the South Dakota Codified Laws, as amended.

The Bond will be signed by the manual signatures of the Mayor and Finance Officer, and sealed with the corporate seal of the City, or a facsimile thereof. The approval hereby given to the Bond includes an approval of such additional details therein as may be necessary and appropriate and approved by the City's legal counsel prior to the execution thereof. The execution of the Bond by the Mayor and Finance Officer will be conclusive evidence of the approval of the Bond in accordance with the terms hereof.

Section 1.03 Authorization of Financing Documents. The documents required to accomplish the issuance of the Bond include the following:

- (a) the Revenue Obligation Loan Agreement between the SDCD and the City, and pursuant thereto to pledge the Surcharge revenues to secure the payment of the City's obligations thereunder;
- (b) the Bond; and
- (c) such other documents, agreements or instruments as may be necessary to make covenants and recite facts required to demonstrate the validity and enforceability of Bond under the laws of the State of South Dakota and to assure the exclusion of the interest thereon from the gross income of the owners of the Bond under the Code and to effectuate the terms and intent of this Resolution.

The execution and delivery of such documents is hereby authorized, approved and confirmed, and the Mayor and Finance Officer are hereby authorized and directed to execute and deliver the Loan Agreement in the form and content presented to the City Council on this date (the terms of which are incorporated herein by this reference), with such changes as the City Attorney deems appropriate and approves, for and on behalf of the City. The Mayor and Finance Officer are hereby further authorized and directed to implement and perform the covenants and obligations of the City as set forth in or required by the Loan Agreement.

Section 1.04 Form of Bond. The Bond will be in substantially the form set forth on Appendix B to the Loan Agreement.

Section 1.05 Sale of Bond. The sale of the Bond to the SDCD for the purchase price of \$3,403,610 plus interest accrued to the date of delivery of the Bond, is ratified and confirmed; and the officers of the City are authorized and directed to do any and all acts necessary to conclude delivery of the Bond to said purchaser, upon receipt of the purchase price, as soon after the effective date of this Resolution as is convenient.

Section 1.06 Application of Bond Proceeds. Proceeds of the Bond will be deposited in the manner provided in the Loan Agreement.

Section 1.07 Inspection of Documents. All documents referred to herein will be available for public inspection in the office of the Finance Officer during regular business hours.

ARTICLE II: SECURITY FOR THE BOND

Section 2.01 Pledge of Drinking Water Surcharge Revenues. Pursuant to SDCL 9-40-15, the City hereby irrevocably pledges to the SDCD all revenues received from the Surcharge (the "Pledged Revenues") in order to secure the City's obligation to

pay all amounts payable under the Loan Agreement and the Bond. The City will set aside and segregate in a separate account on a monthly basis such Pledged Revenues for payment of the principal and interest on the Bond.

Section 2.02 Deposit of Pledged Revenues. All moneys in the account provided for above will be deposited with such financial institution as designated from time to time by the City.

ARTICLE III: OTHER COVENANTS

Section 3.01 Compliance With Laws. The City hereby covenants and agrees with the holder or holders, from time to time of the Bond, that it will punctually perform all duties with reference to the Bond required by the Constitution and laws of the State of South Dakota and by this Resolution.

Section 3.02 Other Covenants. The City agrees and covenants that it will purchase the improvements included in the Project. The City will not sell, lease, mortgage or in any other manner dispose of the Project, or any substantial part thereof, until the Bond has been be paid in full. The City covenants and agrees with the owners of the Bond that it will prepare, keep and file records, statements and accounts as provided for in this Resolution and the Loan Agreement.

Section 3.03 Additional Bonds. Additional bonds payable from the Pledged Revenues may be issued on a parity with the Bond, but only as permitted in the Loan Agreement and no provision of this Resolution will have the effect of restricting the issuance of, or impairing the first lien of, such additional parity bonds. The City will have the right to issue additional bonds secured by a lien subordinate to the lien for the Bond but only as permitted by the Loan Agreement.

ARTICLE IV: MISCELLANEOUS

Section 4.01 Limited Obligations. The Bond, together with the interest thereon, will not constitute a charge against the City's general credit or taxing power, but will be a limited obligation of the City payable solely out of the Pledged Revenues, which payments, revenues and receipts are hereby and in the Loan Agreement pledged and assigned for the equal and ratable payments of the Bond and will be used for no other purpose than to pay the principal of and interest on the such Bond, except as may be otherwise expressly authorized in the Loan Agreement. The Bond will not constitute indebtedness within the meaning of any constitutional or statutory debt limitation.

Section 4.02 Severability. If any section, paragraph, clause or provision of this Resolution or the Loan Agreement is held invalid, the invalidity of such section, paragraph, clause or provision will not affect any of the other provisions of this Resolution or the Loan Agreement. The Mayor, Finance Officer, the City Attorney and City officials will be and they are hereby authorized to execute and deliver for and on behalf of the City the Bond any and all other certificates, documents or other papers and to perform such other acts as they may deem necessary or appropriate in order to implement and carry out the matters herein authorized.

Section 4.03 Retention of Bond Counsel. The City hereby retains the firm of Davenport, Evans, Hurwitz & Smith, L.L.P., Sioux Falls, South Dakota, to act as bond counsel with respect to the Bond.

Section 4.04 Effective Date. This Resolution, after its final passage, will be recorded in a book kept for that purpose, will be authenticated by the signature of the Mayor and Finance Officer, will be published in the City's officially designated newspaper, and will be effective on the 20th day following such publication. After becoming effective, this Resolution will be irrevocable until the Bond issued hereunder has been paid in full, except that prior to issuance of

the Bond, this Resolution may be amended at any time by adoption of an administrative resolution or ordinance.

ITEM 8131

Motion by Brenden with second by Larkin to approve **Resolution 8131**, a Resolution of the City of Watertown, South Dakota Municipal Utilities Board to adopt a surcharge applicable to users of the City's water system. Motion carried unanimously by roll call vote.

RESOLUTION OF THE CITY OF WATERTOWN, SOUTH DAKOTA MUNICIPAL UTILITIES BOARD TO ADOPT A SURCHARGE APPLICABLE TO USERS OF THE CITY'S WATER SYSTEM.

WHEREAS, the City of Watertown, South Dakota Municipal Utilities Board (the "Utilities Board") has determined that it is necessary to make certain modifications and improvements to the City's drinking water system (the "Water System") as described on Exhibit A; and

WHEREAS, in order to pay for a portion of the cost of such improvements, including engineering costs, legal and financing costs, and other related costs, the Utilities Board has recommended to the City Council to incur indebtedness and issue and sell the City's Drinking Water Surcharge Revenue Bond, Series 2025 (the "Bond") to the South Dakota Conservancy District; and

WHEREAS, the Utilities Board has proposed to adopt a surcharge pursuant to SDCL 9-40-15 (the "Surcharges") to repay the principal of and interest on the Bond,

NOW, THEREFORE, BE IT RESOLVED by the City of Watertown Municipal Utilities Board, as follows:

1. Surcharge. The Utilities Board does hereby establish, in addition to previously adopted surcharges, a surcharge in the amount of \$0.116 per CCF. The Surcharge will be imposed beginning January 1, 2025.

2. Surcharge Rate Adjustment. The Surcharge rate shall be subject to adjustment from time to time by resolution of the Utilities Board as necessary to repay the Bond over a period of thirty (30) years at an interest rate of one and seven-eighths percent (1.875%) in accordance with loan agreement to be entered into by the City of Watertown, the Utilities Board, and the South Dakota Conservancy District.

3. Segregated Revenues. The revenues collected from the Surcharge shall be segregated from all other funds of the City of Watertown and the Utilities Board, and shall be pledged to secure the Series 2025 Bond, , and until adequate provision has been made for the debt service on the Bonds, shall be used for no purpose other than for the repayment thereof. The Bonds shall be payable solely from such segregated revenues, and not from the general revenues of the Water System; provided that the Utilities Board may from time to time advance moneys from the general revenues of the Water System to make payments on the Bonds, but any moneys so advanced

shall be repaid from Surcharge collections within one year of the date of such advance.

EXHIBIT A

Project Description

Replacement of 4- and 8-inch cast-iron water mains installed between 1910 and the 1950s. Approximately 16,200 feet of 6-inch, 7,900 feet of 8-inch, and 4,000 feet of 16-inch PVC water main will be installed within existing city streets and rights-of-way. Valves will be replaced, and water mains will be looped to improve water quality and flows.

ITEM 8132

Motion by Larkin with second by Brenden to approve **Resolution 8132**, a resolution providing for salaries of Watertown Municipal Utilities employees for the period commencing January 1, 2025. Motion carried unanimously by roll call vote.

A RESOLUTION PROVIDING FOR THE SALARIES OF WATERTOWN MUNICIPAL UTILITIES EMPLOYEES FOR THE PERIOD COMMENCING JANUARY 1, 2025

WHEREAS Watertown Municipal Utilities employs public employees; and
WHEREAS Watertown Municipal Utilities, thru its Board, desires to formally establish 2025 compensation rates for all exempt employees and non-exempt employees; and

WHEREAS the Municipal Utilities Board with previous Board action at the November 25, 2024 Board Meeting thru Item #8113 authorized a three-year Contract with the IBEW Local 426 Union thus making the year 2025 the first year of the contract; and

WHEREAS the Contract provides for general wage increases of 4.5% on January 1, 2025, 4.5% on January 1, 2026, and 4.5% on January 1, 2027 for all non-exempt personnel covered under the union contract.

WHEREAS the Municipal Utilities Board has discussed and reviewed Staff salaries and recommends an increase of 4.5% for Twelve Staff positions including General Manager, Director of Operations, Director of Administration, Electric Superintendent, Gas Superintendent, Water Superintendent, Engineering Technician Superintendent, Customer Service/Billing/Collections Supervisor, Purchasing/Facilities/Accounting Supervisor, Human Resources/ Risk Coordinator, Information Systems Supervisor, Administrative Assistant/Board Secretary. In addition, the Board also recommends a 2% craft adjustment for the General Manager position, 2% craft adjustment for the Director of Operations position, 2% craft adjustment for the Director of Administration position, 3% craft adjustment for the Electric Superintendent position, 1% craft adjustment for the

Engineering Tech Superintendent position, 4% craft adjustment for the Information Systems Supervisor position, and 1% craft adjustment for the Executive Secretary position.

NOW THEREFORE BE IT RESOLVED by Watertown Municipal Utilities to establish the following rates:

Hourly Rate (unless specified) as of January 1, 2025

Electric Department: B Benson 11,203/mo; C Brown 31.28; S Catlette 53.24; T Ellingson 30.44; D Frost 29.46; D Gollnick 52.31; M Gollnick 29.46; A Jonnes 52.31; A Karst 13,979/mo; S Koehn 52.31; B Magstadt 14,133; M Meier 10,184/mo; M Meseberg 49.02; C Mohrmann 29.46; S Myers 32.02; A Niemann 52.31; L Pahl 34.46; B Ripley 42.26; S Ronke 41.51; J Rudebusch 52.31; M Rue 32.02; T Schafer 56.86; A Schultz 40.14; N Sime 52.31; C Stangl 49.02; D Sunne 52.31; R Suttan 8,013/mo; L Tolley 52.31; T Wirtjes 52.31; Steve Witte 52.31.

Water Department: U Araiza 37.88; W Berner 37.88; C Brenden 32.93; G Brown 8,408/mo; S Erickson 43.34; D Kraemer 39.90; J Kudrna 42.26; W Lovelis; 9,937/mo; C Mack 8,709/mo; R Mack 41.89; M McLaughlin 41.89; S Mennenga 9,029/mo; A Mitchell 38.33; L Redlin 37.88; J Settje 39.90; T Starr 41.89; S Struss 43.88; A Thorson 32.93; M Ward 45.51; M Wilson 37.88.

Gas Department: M Andrews 47.84; D Brage 47.84; A Erickson 9,846/mo; N Frost 40.72; B Gubka 49.27; J Jellis 49.27; C Kranz 53.51; S Lehner 19,983/mo; D LeVasseur 9,513; J Lunde 10,702/mo; T Pahl 44.80; T Remale 42.26; M Rost 40.14; K Roth 49.27; A Seim 29.46; B Warborg 53.23.

ITEM 8133

This being the time and place set for consideration of bids, the following was presented. Bid for Water Meters & Erts. These bids were opened Thursday, December 26th, 2024, at 1:30 PM by the Watertown Municipal Utilities Staff as authorized by the Board.

Water Meters & Erts: Three bids were received and upon review and recommendation by Magstadt, motion by Carter with second by Larkin to award bid to low valid bidder. All items are awarded to Dutton-Lanison Co., Hastings, NE. for \$335,950. Motion carried.

ITEM 8134

Open: a) Lehner presented the Bill Stuffer a)2025 Refuse and Recycling Manual/Trash Collection Calendar b)MRES \$1000 College/Undergrad Scholarship b)MRES \$2000 Lineworker/Powerline Scholarship

ITEM 8135

Magstadt presented the Report on Operations and Projects. Electric, Projects Completed this Month: We had 4 outages since the last report for a total of 73 unscheduled power outages in 2024, Projects in Progress: Installed 2000 KVA three-phase transformer at the Ethanol Plant, removed single-phase overhead line on 19th St. N. between 3rd Ave. & 10th Ave. Gas Department: Projects Completed this Month: Neil frost started as a welder on Dec. 23. Projects in Progress: OQ modules, hands on testing and welding tests. Water Department, Projects Completed this Month: 1 water main break for a total of 13 for the 2024 season, received 166 emails from Nov. 19 - Dec. 20 for a total of 349 unknown lead service line letters, inspected 75 by WMU and total of 424 identified as non-lead with 1,978 unknowns remaining. Engineering Tech: Projects Completed this Month: Updating maps, GIS data and misc. projects.

ITEM 8136

Karst presented the report on Administration and Financial Statements, Purchasing, Accounting and Facilities, Projects in Progress: Completed our 2024 physical inventory. Upcoming Projects: Purchasing inventory for 2025 construction projects. Customer Service, Projects Completed this Month: 14,944 Payments collected for a total of \$5,046,927 and 57,240 services billed for a total of \$4,707,944. Human Resources/Risk Management: Organized defensive driving course which is required every 3 years, promotion of Neil Frost, Water Distribution and Maintenance to Gas Welder-Fitter-Operator position, posted Water Distribution & Maintenance position, no inside applicants, received 12 outside applications and made an offer with a tentative start date of Jan. 6 pending pre-employment screenings. Information Systems working on Cybersecurity, Expanding wireless network, normal monthly IT maintenance and troubleshooting along with Website Stats and top 10 webpages visited.

Statements of Revenue and Expenses and Capital Additions were presented to the Board for review. Year to date net income is \$2,597,491 above budget for the eleven months ending November 30th, 2024. Total Capital Additions are \$2,300,303 under budget for the eleven months ending November 30th,2024.

ITEM 8137

Motion made by Carter with second by Thomas to approve the following verified salary claims and bills. Motion carried unanimously upon roll call vote. Total Watertown Municipal Utilities Net Payroll for December 2024 Plus ACH Payroll Payments \$690,170.60. Change: T. Pahl, 42.87/hr. effective 11/21/2024.

Name	Payable Description	Payment Amount
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JANUARY 2, 2025		
ABC EMBROIDERY	SERVICE	\$158.40
ADV.ENGINEERING AND ENVIRONMENTAL SRVS, LLC	WTP SLAKER 1 & 3 CONTROL SYSTEM UPGRADES	\$23,661.55
AFLAC	ACCIDENT	\$1,702.31
AMARIL UNIFORM COMPANY	SAFETY CLOTHING	\$1,053.43
AMPP GLOBAL CENTER INC	TRAINING	\$520.00
A-OX WELDING SUPPLY INC	SUPPLIES	\$691.59
APPLICANT PRO	SERVICE	\$236.00
AQUA-PURE INC	SUPPLIES	\$1,237.50
AUTO BODY SPECIALTIES	SUPPLIES	\$54.06
BENDIX IMAGING INC	SUPPLIES	\$696.96
BORDER STATES ELECTRIC SUPPLY	VT PACKS	\$9,320.07
BORNS GROUP	POSTAGE & MAILING	\$13,360.32
BRIAN'S GLASS & DOOR INC	SUPPLIES #18	\$310.00
BUREAU OF ADMINISTRATION	STATE TELEPHONE NETWORK USAGE	\$65.94
BUTLER MACHINERY CO	SERVICE	\$1,297.62
CHASE CARDMEMBER SERVICE	CREDIT CARD	\$4,567.78
CHILD SUPPORT PAYMENT CENTER	EMPLOYEE DEDUCTION: CHILD SUPPORT	\$750.00
CHURCHILL, MANOLIS, FREEMAN, KLUDT & BURNS	LEGAL FEES	\$2,722.90
CODINGTON-CLARK ELECTRIC COOPERATIVE INC	WELLFIELD ELECTRIC SERVICE	\$5,436.00
CONSULTING ENGINEERS GROUP INC	SERVICE	\$530.00
CONTROL EQUIPMENT SALES, INC	2025 TDS SERVICE	\$7,840.80
CONVERGINT TECHNOLOGIES LLC	SERVICE	\$2,347.21
CORE & MAIN LP	SUPPLIES	\$752.09
CREATIVE VISIONS LANDSCAPE & DESIGN	SERVICE	\$300.00
CREDIT COLLECTIONS BUREAU	COLLECTIONS	\$212.30
DAKOTA DATA SHRED	SHREDDING SERVICE	\$82.91
DAKOTA DIRECTIONAL LLC	SERVICE	\$582.25
DAKOTA MAINSTEM	2025 DUES	\$8,540.50
DANR	2025 ENVIRONMENTAL FEE	\$50.00
DEPARTMENT OF HEALTH	WATER SAMPLES	\$639.00
DITCH WITCH OF SOUTH DAKOTA, INC	UTILITY LOCATOR	\$6,129.00
DLT SOLUTIONS, LLC	2025 SUBSCRIPTION	\$13,555.73
DSG DAKOTA SUPPLY GROUP	TRANSFORMER AS PER BID	\$86,470.85
DUININCK INC	CRUSHED CONCRETE	\$661.71
ETHANOL PRODUCTS LLC	BULK CO2	\$1,431.06
EVOLUTION POWERSPORTS	SUPPLIES	\$99.99
FIDELITY SECURITY LIFE INSURANCE CO. (EYEMED)	VISION INSURANCE	\$175.51
FOLEY AND FOLEY LAW OFFICE, PC	NOVEMBER LEGAL FEES	\$885.00
GANNETT MEDIA CORP	PUBLISHINGS	\$249.26
GRAINGER	SUPPLIES	\$989.23
HARRIS COMPUTER SYSTEMS	2025 SOFTWARE MAINTENANCE	\$72,637.00
HAWKINS, INC.	AZONE 15	\$10,647.90
IBEW LOCAL 426	UNION DUES	\$4,149.00
INTERSTATE ALL BATTERY CENTER	SUPPLIES	\$225.80
J H LARSON COMPANY	SUPPLIES	\$624.10
JURGENS PRINTING INC	SUPPLIES	\$1,393.00
LEHNER, STEVE	REIMBURSEMENT EXPENSE	\$238.10
LOVELIS, WAYNE	REIMBURSEMENT EXPENSE	\$134.81

MAC'S HARDWARE	SUPPLIES	\$141.88
MAGSTADT, BERT	REIMBURSEMENT EXPENSE	\$1,289.33
MATHESON TRI-GAS INC	SUPPLIES	\$269.34
MCKEEVER INC	SUPPLIES	\$595.00
MENARDS INC	SUPPLIES	\$3,748.90
MET LIFE	LIFE INSURANCE	\$1,664.49
MIDCONTINENT COMMUNICATIONS	INTERNET, CABLE & PHONE SERVICE	\$1,887.90
MIDWEST ENERGY ASSOCIATION	2025 MEMBERSHIP DUES	\$1,993.90
MILBANK WINWATER WORKS	SUPPLIES	\$5,825.32
MILLERBERND MFG CO	LIGHT POLES	\$15,555.00
MINNESOTA MUNICIPAL UTILITIES ASSN	2025 MEMBERSHIP DUES	\$540.00
MISSOURI RIVER ENERGY SERVICES	SERVICE	\$947.50
MUNICIPAL UTILITIES - PC	REPLENISH PETTY CASH	\$152.29
MUNICIPAL UTILITIES-NSF CHECK ACCO	REIMBURSE NSF FUND	\$1,617.25
MUNICIPAL UTILITIES-REFUND ACCT	REFUNDS OF CREDITS ON ACCOUNTS	\$6,104.56
MUTH ELECTRIC INC	SERVICE	\$534.00
NORTHERN NATURALGAS CO.	PURCHASED GAS	\$1,520.09
NORTHERN TRUCK EQUIP CORP	SUPPLIES	\$359.30
OFFICE PEEPS	SUPPLIES	\$1,120.82
PAYMENTUS GROUP INC.	SERVICE	\$59.70
PETE LIEN & SONS	BULK LIME	\$28,304.42
PRINCIPAL FINANCIAL GROUP	DENTAL INSURANCE	\$1,490.64
RELIABANK DAKOTA	FLEX DC	\$6,435.22
REVOLT ELECTRICAL SERVICES INC.	SERVICE - PELICAN SUBSTATION	\$3,450.00
RODENBURG LAW FIRM	EMPLOYEE DEDUCTION	\$150.00
RON'S SAW SALES	SUPPLIES	\$98.44
RUNNING'S SUPPLY INC	SUPPLIES	\$1,898.86
S & P GLOBAL INC	2025 SUBSCRIPTION	\$7,615.00
SANFORD WATERTOWN OCCUPATIONAL MEDICINE	SERVICE	\$236.00
SCHOOL BOARD OF ED	ENERGY INCENTIVE REBATE	\$13,769.00
SCOTT SCHROEDER	ENERGY INCENTIVE REBATE	\$500.00
SD FEDERAL PROPERTY AGENCY	SUPPLIES	\$121.69
SD ONE CALL	LOCATES	\$219.45
SERVICEMASTER OF WATERTOWN	JANITORIAL SERVICE	\$4,120.00
SIOUX VALLEY CO-OP	FUEL, SUPPLIES	\$5,557.65
SIOUX VALLEY GREENHOUSES	SERVICE	\$1,290.00
SKILLPATH SEMINAR	TRAINING EXPENSE	\$447.00
STAR LAUNDRY	SERVICE	\$556.21
STUART C IRBY CO	16' ST LIGHT POLES AS PER BID	\$10,175.00
SUBSURFACE SOLUTIONS	RADIODETECTION EQUIPMENT	\$9,819.14
TECHNICOLOR SCREEN PRINTING INC.	SUPPLIES	\$203.98
TEREX USA, LLC	SERVICE - UNIT 28	\$23,801.74
TOSHIBA FINANCIAL SERVICES	COPIER LEASE	\$489.39
TRAV'S OUTFITTER	SAFETY CLOTHING	\$18,626.70
TRUGREEN	SUPPLIES	\$576.00
TYLER BUSINESS FORMS	SUPPLIES	\$132.23
TYLER TECHNOLOGIES	2025 SOFTWARE MAINTENANCE	\$21,358.33
TYNDALE COMPANY INC	SAFETY CLOTHING	\$2,982.80
USA BLUEBOOK	SUPPLIES	\$362.87

WATERTOWN DEVELOPMENT COMPANY	INDUSTRIAL DEVELOPMENT EXPENSE	\$8,690.00
WATERTOWN UNITED WAY	United Way	\$225.00
WESCO DISTRIBUTION INC	4 POSITION MODULE ELASTIMOLDS	\$25,516.62
WILSON BOHANNAN COMPANY	PADLOCKS	\$2,589.39
	TOTAL	<u>\$538,151.88</u>

Total December 2024 \$538,151.88; Transfer to City's General Fund \$120,500.00, Muni Utilities Electric Water Gas \$45,120.72; Missouri River Energy Services Power \$1,578,717.12; BP Canada Energy Marketing Natural Gas \$93,552.90; Dept. of Revenue Sales/Excise Tax \$191,265.96; CPEP #3 Natural Gas \$53,014.50, CPEP #4 Natural Gas \$40,749.00, CPEP #5 Natural Gas \$141,750.00, CPEP #3 Hedge \$63,658.50, CPEP #4 Hedge \$7,803.29. City Finance Office Garbage/Sewer \$661,219.49.

ITEM 8138

Pursuant to SDCL 1-25-2(3) Larkin moved with second by Carter to move to Executive Session. The Board does not expect to take-action when they reconvene to the regular session. Motion carried.

President Luken declared Executive Session done and they reconvened to regular session.

Motion by Larkin with second by Brenden to adjourn. Motion carried.

The Watertown Municipal Utilities does not discriminate in employment opportunities or provision of services on-the basis of race, color, religion, sex, national origin, age, disability, or any other characteristic protected by law.

Dated at Watertown, South Dakota this 30th, day of December,2024.

ATTEST: _____

Lisa Pahl
Board Secretary
Municipal Utilities Board

Micheal Luken
Board President
Municipal Utilities Department