

MINUTES OF MUNICIPAL UTILITIES BOARD MEETING

Monday, June 26, 2023

The Municipal Utilities Board convened in regular session at the Watertown Municipal Utilities Board Room 901 Fourth Avenue SW Watertown SD on Monday, June 26, 2023, 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, John Lunde, Brian Benson, Kevin Krutter, Dan LeVasseur, Gina Brown, Sheila Mennenga, Lisa Pahl and Attorney Vince Foley. Media Jen Pendley, KXLG and Traci Stein from the Watertown Development Company.

ITEM 7881

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

ITEM 7882

Motion by Luken with second by Larkin to approve the minutes of Regular Board Meeting from May 31, 2023. Motion carried.

ITEM 7883

Public Comment - None

ITEM 7884

Motion by Larkin with second by Brenden to approve new and changed Board Committees. Motion carried.

**MUNICIPAL UTILITIES BOARD COMMITTEES
2023-2024**

CYBERSECURITY	Dan Brenden	Charlie Larkin
RATES AND TRANSFERS	Mike Luken	Rich Thomas
WAGES & PERSONNEL	Dan Brenden	Rich Thomas

PEDIB (Production, Equipment,
Distribution,
Inventory and Buildings.)

Rich Thomas Charlie Larkin

FINANCE: All with Chris Carter as Chairperson
First named member to be Chairperson of Committee

ITEM 7885

Motion by Luken with second by Brenden for approval for General Manager to sign Wellfield and Water Plant Generator Maintenance Agreements with Butler Machinery. Motion carried.

ITEM 7886

This being the time and place set for consideration of bid, the following was presented. Bids for Wire, Pad Mounted Switchgear, and Bucket Truck. The bids were opened Thursday, June 22, 2023, at 1:30 PM by the Watertown Municipal Utilities Staff as authorized by the Board.

Wire: One Bid was received and upon review and recommendation by Magstadt, motion by Thomas with second by Luken to award bid to low valid bidder WESCO, Sioux City, IA for a bid of \$813,440.00. Motion carried.

Pad-Mounted Switchgear: Two Bids were received and upon review and recommendation by Magstadt, motion by Brenden with second by Luken to award bid to low valid bidder Irby Utilities for a bid of \$157,290.00. Motion carried.

Bucket Truck: One Bid was received and upon review and recommendation by Magstadt, motion by Luken with second by Thomas with Dan Brenden abstaining to reject bid for not meeting state bidding requirements. Motion carried.

ITEM 7887

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

ITEM 7888

Open: a) Lehner presented the Bill Stuffer Two-sided Cookin' on Kampeska and Preventing Storm Water Pollution. He also gave an invite to the Board to the MRES Municipal Power Leadership Academy in September in Sioux Falls. Lehner gave an update of the MECA Meeting in Bismark, North

Dakota. The first day they toured the Garrison Dam. The Board met the following day with a Strategic Planning Quarterly update, Water and Power Committee Report, John Russell and Brian Pauly of WAPA spoke on the Environment. The Manager's Report was followed by Mike Ferguson giving a Western States Update, Other updates were given by Gary Hinkle of USACE, Tim Koczur of USBR and Lloyd Linke and Dave Neumayer of WAPA.

ITEM 7889

Magstadt presented the Report on Operations and Projects. Magstadt shared about an accident on June 2 at the roundabout south of town. There were downed lines and two poles had to be replaced. 75 customers were without power for about 30 minutes and 2 customers were out of power for 5 ½ hours. Electric: 5 new electric outages for the month for a total of 20 unscheduled outages for 2023. Gas Department: Tied in 2" mains at Kampeska Dunes and Prairie Haven. Water Department: 1 water main break, Harmony Hill passed all pressure tests not one leak. Engineering Tech: 693 one-call locates for May 2023.

ITEM 7890

Karst presented the report on Administration and Financial Statements, Purchasing, Accounting and Facilities, Projects in Progress: Completed adding new gates to fences at Pelican Sub, Walmart Reg. Station, and TBS site. Projects in Progress: Water Rate Study. Upcoming Projects: Reroof operations building to be done by Dalsin Inc., Sioux Falls, no start date yet. Customer Service Projects Completed this Month: 14,831 Payments collected for a total of \$6,038,119 and 56,203 services billed for a total of \$4,223,211. Human Resources/Risk Management: New Summer Employees: Lucas Bertsch. IT: 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 \$2,784,638 above budget for the five months ending May 31, 2023. Total Capital Additions are \$2,050,044 below budget for the five months ending May 31, 2023.

ITEM 7891

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 May 2023 Plus ACH Payroll Payments \$654,661.48. New: Lucas Bertsch 17.50/hr. effective 6/5/2023.

Name	Payable Description	Payment Amount
July 3, 2023		
ABC EMBROIDERY	SERVICE	\$19.80
ACTIVE HEATING INC	ENERGY INCENTIVE REBATE	\$400.00
ADVANCE AUTO PARTS PROFESSIONAL	SUPPLIES	\$112.80
ADVANCED ENGINEERING AND ENVIRONMENTAL SERVICES, LLC	SCADA SYSTEM UPGRADE	\$50,323.27
AFLAC	CANCER PT	\$1,449.67
AMERICAN PIPING PRODUCTS, INC.	SERVICE, SUPPLIES	\$4,024.50
ANDOR INC	ENERGY INCENTIVE REBATE	\$100.00
A-OX WELDING SUPPLY INC	SUPPLIES	\$385.19
AP & SONS CONSTRUCTION INC	SERVICE - HARMONY HILL	\$26,111.00
AQUA-PURE INC	SODIUM TRIPOLYPHOSPHATE	\$5,340.50
ARROW EDUCATION FOUNDATION OFFICE	HARVEST 2023	\$1,000.00
AUTO VALUE WATERTOWN	SUPPLIES	\$912.34
BENCO EQUIPMENT	SERVICE	\$278.95
BENDIX IMAGING INC	SUPPLIES	\$512.97
BORDER STATES ELECTRIC SUPPLY	SUPPLIES	\$9,009.37
BORNS GROUP	POSTAGE & MAILING	\$11,201.72
BURCHATZ CONSTRUCTION COMPANY INC	2023 PAVEMENT PATCHWORK	\$14,319.92
BUREAU OF ADMINISTRATION	STATE TELEPHONE NETWORK USAGE	\$139.01
CENTURY LINK	PHONE SERVICE	\$313.97
CHASE CARDMEMBER SERVICE	CREDIT CARD	\$3,938.68
CHILD SUPPORT PAYMENT CENTER	EMPLOYEE DEDUCTION: CHILD SUPPORT	\$750.00
CITY OF WATERTOWN	MISCELLANEOUS FEES	\$231.00
CLIMATE SYSTEMS INC	SUPPLIES	\$800.40
CODINGTON COUNTY REGISTER OF DEEDS	SUPPLIES	\$99.00
CODINGTON-CLARK ELECTRIC COOPERATIVE INC	WELLFIELD ELECTRIC SERVICE	\$6,688.74
CONNECTING POINT	COMPUTER HARDWARE	\$33,789.65
CORE & MAIN LP	SUPPLIES	\$3,998.18
CREDIT COLLECTIONS BUREAU	COLLECTIONS	\$249.86
CRESCENT ELECTRIC SUPPLY CO	SUPPLIES	\$209.72
DAKOTA DATA SHRED	SHREDDING SERVICE	\$78.21
DAKOTA DIRECTIONAL LLC	UNDERGROUND SERVICE	\$43,527.50
DANR	ENVIRONMENTAL FEE	\$7,000.00
DEPARTMENT OF HEALTH	WATER SAMPLES	\$741.00
DIAMOND VOGEL PAINT CENTER	SUPPLIES	\$55.18
DSG DAKOTA SUPPLY GROUP	TRANSFORMERS	\$20,491.63
DTN, LLC	SUBSCRIPTION	\$546.00
DUTTON-LAINSON COMPANY	WATER METERS AS PER BID	\$119,753.00
DYNAMIC ENGINEERING	SUPPLIES	\$1,024.25
ELECTRIC MOTORS & MOORE INC	SUPPLIES	\$1,000.00
ENERGY ECONOMICS INC	SERVICE	\$2,862.66
ENGELSTAD ELECTRIC COMPANY	SERVICE - WILLOW CREEK/PETERBUILT	\$208,279.85
ETHANOL PRODUCTS LLC	BULK CO2	\$2,958.54
FARWEST LINE SPECIALTIES, LLC	SUPPLIES	\$417.38
FEDERAL EXPRESS CORP	SERVICE	\$292.58
FIDELITY SECURITY LIFE INSURANCE CO. (EYEMED)	VISION INSURANCE	\$146.07
FOLEY AND FOLEY LAW OFFICE, PC	MAY LEGAL FEES	\$885.00
GROEBNER	SUPPLIES	\$789.26
IBEW LOCAL 426	UNION DUES	\$4,038.00
INDUSTRIAL SALES COMPANY, INC	SUPPLIES	\$1,680.00
IRISNDT INC.	SERVICE	\$1,580.00
J H LARSON COMPANY	SUPPLIES	\$3,336.44
JOE HAIDER	ENERGY INCENTIVE REBATE	\$245.43
KOONS GAS MEASUREMENT	SUPPLIES	\$3,921.22
KRUITER, KEVIN	REIMBURSEMENT EXPENSE	\$401.04
LAKE AREA TECHNICAL COLLEGE	TRAINING EXPENSE	\$150.00

LAMB MOTOR CO.	VEHICLE PER STATE BID	\$50,151.00
LAMB MOTOR CO.	VEHICLE PER STATE BID	\$50,151.00
LAMB MOTOR CO.	VEHICLE PER STATE BID	\$50,151.00
LEHNER, STEVE	REIMBURSEMENT EXPENSE	\$735.08
LINC ENERGY SYSTEMS, INC	REGULATORS	\$19,941.56
LINDE GAS & EQUIPMENT INC.	SUPPLIES	\$212.01
LOVELIS, WAYNE	REIMBURSEMENT EXPENSE	\$55.22
LUNDE, JOHN	REIMBURSEMENT EXPENSE	\$58.95
MACKSTEEL WAREHOUSE INC	SUPPLIES	\$603.26
MAC'S HARDWARE	SUPPLIES	\$364.37
MAGSTADT, BERT	REIMBURSEMENT EXPENSE	\$634.24
MARCO	COPIER LEASE	\$553.20
MARCO TECHNOLOGIES LLC	MFILES CONTRACT	\$11,854.20
MATHESON TRI-GAS INC	SUPPLIES	\$231.82
MCKEEVER INC	SUPPLIES	\$158.00
MENARDS INC	SUPPLIES	\$1,155.44
MENNENGA, SHEILA	REIMBURSEMENT EXPENSE	\$28.00
MERTZ FENCING	FENCE REPAIR	\$5,700.78
MET LIFE	LIFE INSURANCE	\$1,487.60
MICHAEL MAROTZ	ENERGY INCENTIVE REBATE	\$1,200.00
MIDCONTINENT COMMUNICATIONS	INTERNET & CABLE SERVICE	\$183.39
MIDWEST UNDERGROUND SUPPLY, LLC	SUPPLIES	\$1,189.49
MIKE FLOREY	ENERGY INCENTIVE REBATE	\$250.00
MILBANK WINWATER WORKS	SUPPLIES	\$1,770.13
MINNESOTA MUNICIPAL UTILITIES ASSN	2023 CONFERENCE	\$485.00
MISSOURI RIVER ENERGY SERVICES	SERVICE	\$2,273.58
MITCHELL REPAIR INFORMATION COMPANY, LLC	2023 SUBSCRIPTION	\$2,880.00
MUELLER CO	SUPPLIES	\$5,654.85
MUNICIPAL UTILITIES - PC	REPLENISH PETTY CASH	\$384.68
MUNICIPAL UTILITIES-NSF CHECK ACCO	REIMBURSE NSF FUND	\$591.36
MUNICIPAL UTILITIES-REFUND ACCT	REFUNDS OF CREDITS ON ACCOUNTS	\$14,814.85
NAPA CENTRAL	SUPPLIES	\$290.95
NARDINI FIRE EQUIPMENT	ANNUAL FIRE EXT. INSPECTION	\$4,201.00
NELSON TECHNOLOGIES INC	REGULATORS PER BID	\$40,146.94
NPL CONSTRUCTION CO	SERVICE - PRAIRIE HAVEN ADDITION	\$83,063.28
NYBERG'S ACE	SUPPLIES	\$20.97
OFFICE PEEPS	SUPPLIES	\$171.12
O'REILLY AUTOMOTIVE INC	SUPPLIES	\$374.03
PAYMENTUS GROUP INC.	SERVICE	\$29.85
PETE LIEN & SONS	BULK LIME	\$43,531.35
PHEASANTLAND INDUSTRIES	SAFETY CLOTHING	\$45.15
POMP'S TIRE SERVICE, INC.	SERVICE	\$31.80
PRINCIPAL FINANCIAL GROUP	DENTAL INSURANCE	\$1,189.77
RC FIRST AID	SUPPLIES	\$160.00
REDLINGER BROS PLUMBING & HEATING	SUPPLIES	\$77.27
RELIABANK DAKOTA	FLEX DC	\$6,773.89
RESCO	ARRESTORS	\$4,531.32
RODENBURG LAW FIRM	EMPLOYEE DEDUCTION	\$150.00
RON'S SAW SALES	SUPPLIES	\$789.41
RUNNING'S SUPPLY INC	SUPPLIES	\$232.40
SANFORD WATERTOWN OCCUPATIONAL MEDICINE	SERVICE	\$678.00
SCHWEITZER ENGINEERING	TRANSMISSION PROTECTION SYSTEM	\$5,916.90
SD ONE CALL	LOCATES	\$745.50
SECOND CENTURY HABITAT FUND	2023 PLEDGE	\$50,000.00
SERVICEMASTER OF WATERTOWN	JANITORIAL SERVICE	\$4,120.00
SIOUX VALLEY CO-OP	FUEL, SUPPLIES	\$8,928.90
SPEE-DEE DELIVERY SERVICE INC	SERVICE	\$61.80

STAR LAUNDRY	SERVICE	\$541.71
STATE UNIVERSITY OF IOWA	WATER TESTING	\$2,590.00
STUART C IRBY CO	TRANSFORMERS AS PER BID	\$45,589.68
SUBSURFACE SOLUTIONS	SUPPLIES	\$1,015.20
SUTTON LAWN & SNOW LLC	MAY LAWN CARE	\$2,847.00
TERRY-DURIN CO.	DUCT	\$8,602.84
TITAN MACHINERY- WTN	SERVICE - UNIT 29	\$39,765.98
TITAN MACHINERY-SF	SUPPLIES	\$2,652.98
TRAFFIC SOLUTIONS INC.	SIGNAGE SERVICE	\$3,320.00
TRAV'S OUTFITTER	SAFETY CLOTHING	\$682.00
TRILOGY CONSULTING, LLC	2023 WATER RATE STUDY	\$2,550.00
TSP, INC.	SERVICE	\$1,960.00
TYNDALE COMPANY INC	SAFETY CLOTHING	\$224.95
UPS	SERVICE	\$265.71
USA BLUEBOOK	SUPPLIES	\$2,879.00
VERMEER HIGH PLAINS	SUPPLIES	\$229.31
WATERTOWN DEVELOPMENT COMPANY	INDUSTRIAL DEVELOPMENT EXPENSE	\$8,690.00
WATERTOWN DEVELOPMENT COMPANY	2023 GROW WATERTOWN	\$60,000.00
WATERTOWN PUBLIC OPINION	PUBLISHINGS	\$625.93
WATERTOWN UNITED WAY	United Way	\$263.00
WESCO DISTRIBUTION INC	WIRE AS PER BID	\$230,275.09
WINSUPPLY OF WATERTOWN	SUPPLIES	\$270.88
WW TIRE SERVICE INC	SERVICE	\$30.00
ZEP SALES AND SERVICE	SUPPLIES	\$424.41
	TOTAL	\$1,501,371.78

Total June 2023 \$1,501,371.78; Transfer to City's General Fund \$118,125.00, Muni Utilities Electric Water Gas \$43,491.20; Missouri River Energy Services Power \$1,541,577.34; BP Canada Energy Marketing Natural Gas \$75,581.10; Dept. of Revenue Sales/Excise Tax \$174,981.86; CPEP #3 Natural Gas \$10,362.91, CPEP #4 Natural Gas \$13,963.95, CPEP #5 Natural Gas \$21,318.70, CPEP #3 Hedge Natural Gas \$11,392.65. Natural Gas Sequent Energy Mgmt \$20,287.25, City Finance Office Garbage/Sewer \$606,410.04.

ITEM 7892

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 26th, day of June 2023.

ATTEST: _____

Lisa Pahl
Board Secretary
Municipal Utilities Board

Christine Carter
Board President
Municipal Utilities Board