

BRAINERD PUBLIC UTILITIES

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www.bpu.org

The regular meeting of the Brainerd Public Utilities Commission was held at the Brainerd City Council Chambers at 9:00 AM on June 24, 2025.

Commission O'Day called the meeting to order at 9:00 AM.

Commission Roll Call

Mike Angland – Absent

Dolly Matten – Present

Mark O'Day – Present

Mike Higgins – Present

Utility Staff Present

Finance Manager

Operation Manager

Water/Wastewater Manager

Recording Secretary

Danny Loch

Trent Hawkinson

Charlie Gammon

Becky Ridlon

Others in Attendance

City Council Liaison

City Administrator

HR Director

Community Development Director

Bolton & Menk

Widseth

Citizen

Jeff Czezok

Nick Broyles

Kris Schubert

James Kramvik

Morgan Salo, PE

Bill Westerberg, PE

Brian Timmers

Commissioner O'Day opened the meeting with the Pledge of Allegiance.

Approval of Agenda Items

Motion by Commissioner Matten and seconded by Commissioner Higgins to approve the agenda. There was a unanimous vote in favor of the motion. Motion carried.

Approval of Consent Items

Motion by Commissioner Higgins and seconded by Commissioner Matten to approve the minutes from May 27th, 2025, regular monthly meeting, and to approve the bills. There was a unanimous roll call vote in favor of the motion. Motion carried.

Public Forum

None

BRAINERD PUBLIC UTILITIES COMMISSION MEETING

June 24, 2025

Commission Committee Reports

Personnel Committee

None

Finance/Operations Committee

1. **KLM Tower Maintenance Contract-** *See board packet for agenda request.*
Finance Manager Danny Loch presented.

Motion by Commissioner Higgins and seconded by Commissioner Matten to approve the attached ROV evaluation schedule with KLM as presented and to utilize the presented maintenance schedule for budgeting purposes. There was a unanimous vote in favor of the motion. Motion carried.

2. **Approve Bolton & Menk Construction Management at Risk Contract-** *See board packet for agenda request.*
Finance Manager Danny Loch presented.

Motion by Commissioner Matten and seconded by Commissioner Higgins to approve the attached Bolton & Menk inc. contract to assist in bidding and selection of a contractor to perform the Construction At-Risk Management contract for the backwash and reclamation tank. There was a unanimous vote in favor of the motion. Motion carried.

Unfinished Business

Memo

Updates of Ongoing unfinished business. -*See board packet.*

Discuss Flaherty & hood P.A. Lobbying contract for Hydro Generation- *See board packet for agenda request.*

Finance Manager Danny Loch presented.

Motion by Commissioner Matten and seconded by Commissioner Higgins to Approve extending contract 30-month for \$45,000 through December 31,2027 with F&H. There was a unanimous vote in favor of the motion. Motion carried.

Provide ClimaVision Update- *See board packet for agenda request.*

Finance Manager Danny Loch presented.

Higgins emphasized that it's important to have a lease in place, even if it's just for \$1.00 so that there's a formal agreement establishing some level of control or legal standing. Matten agreed. The Commission would like to see the low-level radar placed on our water tower to benefit the community.

BRAINERD PUBLIC UTILITIES COMMISSION MEETING

June 24, 2025

New Business – No items noted

Staff Reports

City Administrator Report – *see board packet for report.*

City Council Liaison Report Jeff Czczok reported: Thanked the commission for keeping the utility cost fair for the public.

HR Director's Report – *see board packet for report.*

Kris Schubert reported: In addition to her written report - HR received a notice of intent to negotiate from the BPU Supervisors Union, that the negotiation process will be starting.

Manager's Reports

Finance Manager's Report – *see board packet for report.*

Daniel Loch reported:

In addition to his written report Loch wanted to thank Charlie Gammon and his team at Wastewater department for giving tours to staff this month.

Operations Manager Report

Trent Hawkinson reported:

- Southeast reconstruction project BPU replaced 10 hydrants with gate valves, and the project is still ongoing.
- Wright ST project is starting today June 24th temporary water services should be hooked up by end of the week.
- Safe routes to school on H ST project are moving forward with rerouting lights and adding a new service for a crosswalk.
- Country Manor and Neighbor to love projects are getting set up for temporary power services for their job shacks set up.
- June 21st BPU assisted in mutual aid with Crow Wing Power to restore customers electrical outages from storm damage.
- July 2nd BPU is meeting with USGS up at Hydro facility to do some flow monitoring through our pits and through our spill gates and having some conversations on potential updates and or move monitoring station.
- Working with local private water systems, on agreement of maintenance and flushing. Will bring more information to next commission meeting.

Water/Wastewater Manager Report- *see board packet for report.*

Charlie Gammon reported:

BPU hosted at the Wastewater facility with Rural Water Association of MN training.

BRAINERD PUBLIC UTILITIES COMMISSION MEETING

June 24, 2025

Commission Members – Reports

Commissioner Matten reported:

- Attended MMUA legislative update meeting.
- Attended the groundbreaking ceremony for Country Manor.
- Recognize the passing of Don Samuelson, the previous BPU Commissioner, and acknowledged his service to the community.

Commissioner Higgins reported:

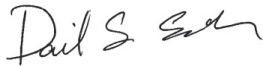
- Attended a meeting last week to discuss why the gravity sewer system is separate from the water treatment system. He would like to explore this further to better understand the possibilities and implications of combining all utilities under a more integrated approach.

Adjournment

Motion by Commissioner Matten and seconded by Commissioner Higgins to adjourn the meeting, there was a unanimous vote in favor of the motion. Motion carried at 9:40 AM.



Mike Angland, Commission President



Danny Loch, Finance Manager/Secretary