



BRAINERD PUBLIC UTILITIES

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The special meeting of the Brainerd Public Utilities Commission was held at 1:00 PM on April 17, 2026.

Commission President Angland called the meeting to order at 1:00 PM.

Commission Roll Call

Mike Angland – Present -Virtual
Cory Jay – Present

Dolly Wussow – Present
Misty Bayliss – Present -Virtual

Utility Staff Present

Public Utilities Director
Finance Manager
Recording Secretary

Paul Sandy
Danny Loch
Becky Ridlon

Others in Attendance

Bolton & Menk

Bryan Drown

Commissioner Angland opened the meeting with the Pledge of Allegiance.

Approval of Agenda Items

Motion by Commissioner Jay and seconded by Commissioner Wussow to approve the agenda. There was a roll call vote in favor of the motion. Motion carried.

Unfinished Business

Award Construction Contract for 2026 Galvanized Water Service Line Replacement Project in Alley between S 6th Street and S 7th Street from Joseph Street to Ronald Street
Director Paul Sandy presented.

Wussow noted that the bids had changed and viewed this as a positive development but requested clarification on several items. She asked specifically about the “construction allowances,” questioning whether they function as a general contingency for undefined work and what types of activities are included, such as driveway, sidewalk, or alley restoration.

Sandy explained that construction allowances are City-established contingency funds included in contracts to address unforeseen conditions encountered during construction, such as complex pipe configurations or additional work requirements. The allowance amount is based on project complexity, which is elevated in this case due to confined spaces and existing hard surfaces. He also noted that the project was bid as a lump sum without fully detailed plans, requiring contractors to estimate the scope, which contributed to bid variation based on company size and overhead. While both open cut and

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directional drilling methods were permitted, the anticipated approach is primarily directional drilling to minimize surface disruption.

Motion by Commissioner Wussow and seconded by Commissioner Jay to Award Construction Contract to Tretter Excavating for the 2026 Galvanized Water Service Line Replacement Project in Alley between S 6th Street and S 7th Street from Joseph Street to Ronald Street in the total construction amount of \$65,000. There was a roll call vote in favor of the motion. Motion carried.

Award Construction Contract for 2026 Galvanized Water Service Line Replacement Project in Alley Between S 6th Street and S 7th Street from Ronald Street to Paul Street
Director Paul Sandy presented.

Motion by Commissioner Wussow and seconded by Commissioner Jay to Award Construction Contract to Tretter Excavating for 2026 Galvanized Water Service Line Replacement Project in Alley Between S 6th Street and S 7th Street from Ronald Street to Paul Street in the total construction amount of \$92,000. There was a unanimous vote in favor of the motion. There was a roll call vote in favor of the motion. Motion carried.

Authorization to Solicit Bids for 2026 Galvanized Water Service Line Replacement Projects Numbers 1 and 2 – 2026 City Street Resurfacing/Reconstruction Projects and NE Brainerd Phase 1
Director Paul Sandy presented.

Angland requested an update on whether the project identification and annual funding allocation process is progressing as originally anticipated and asked for a brief overview for the benefit of all Commissioners, including newer members.

Sandy reported that BPU received approximately \$2.675 million this year as part of a 10-year, \$27 million program to replace galvanized service lines. Projects are advanced from the established project priority list into the Intended Use Plan, with funding administered through the Minnesota Public Facilities Authority and reimbursed within 30 to 45 days. Current project costs are estimated at \$2.4 million, with the potential to utilize remaining funds. Bolton & Menk has been retained for construction observation and coordination, including securing property owner agreements, which continues to present challenges. Construction observation efforts also support project documentation, inspection, and standardization.

Motion by Commissioner Wussow and seconded by Commissioner Bayliss to authorize Staff to Solicit Bids for 2026 Galvanized Water Service Line Replacement Projects Numbers 1 and 2 – 2026 City Street Resurfacing/Reconstruction Projects and NE Brainerd Phase 1 open bids on May 12th, 2026 at 10:00 a.m. and 10:30 a.m. There was a roll call vote in favor of the motion. Motion carried.

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Adjournment

Motion by Commissioner Wussow and seconded by Commissioner Bayliss to adjourn. There was a roll call vote in favor of the motion. Motion carried at 1:19 PM.



Mike England, Commission President



Danny Loch, Finance Manager/Secretary