

MINUTES OF MUNICIPAL UTILITIES BOARD MEETING

Monday, April 27, 2026

The Municipal Utilities Board convened in regular session at the Watertown Municipal Utilities Board Room 901 Fourth Avenue SW Watertown SD on Monday, April 27, 2026, at 12:00 p.m. with President Dan Brenden presiding.

Board members present: Dan Brenden, Rich Thomas, Chris Carter, and Mike Luken. Board Member Charlie Larkin absent. Board Liaison, member of City Council, Kyle Peters. Staff members present: Steve Lehner, Adam Karst, Bert Magstadt, Brian Benson, Aaron Erickson, Mark Meier, Rod Sutton, Dan LeVasseur, Zeke Hilmoe, Cheryl Mack, Gina Brown, Lisa Pahl and Attorney Vince Foley. Guests: Alan Stager City Manager, and Media: Steve Jurrens, Northeastern Radio.

ITEM 8339

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

ITEM 8340

Motion by Luken with second by Carter to approve minutes of Regular Board Meeting on March 30, 2026. Motion carried.

ITEM 8341

Public Comment - None

ITEM 8342

Motion by Luken second by Thomas to authorize General Manager to sign agreement to conduct interpolation in support of water service line inventory with South Dakota DANR. This would let utilities take a percentage of their remaining unknown service lines and do potholing to determine the type of service line the customer has. Motion carried.

ITEM 8343

Director of Operations Magstadt gave an overview of the 2025 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 8344

Motion by Carter with second by Luken for the authorization to declare as surplus the following items. Motion carried.

- a) 1998 John Deere GT262 mower with 48" deck SN# M06262X073184
- b) (Qty 4) 1000-gallon water tanks
- c) A.R.E. pickup topper

ITEM 8345

Open: Lehner presented two bill stuffers to the Board, a) Bright Energy Solutions Rebate b) Library Summer Programs

ITEM 8346

Old Business: May Board Meeting is set for Wednesday, May 27, 2026.

ITEM 8347

Magstadt presented the Report on Operations and Projects. Electric, Projects Completed this Month: Had 8 outages for March for a total of 16 unscheduled power outages in 2026, repaired issues from the MRES annual infrared inspection on transmission line, received Certificate of Excellence in Reliability for 2025 from APPA. Projects in Progress: Uptown substation 115 kV insulator replacement, Andy Niemann and Nathan Sime helped with the "Light up Navajo Nation" sponsored by APPA, they spent a week helping hook up homes that have never had power, Dakota Directional installing primary wire for 2026 underground projects by Elks Lodge. Gas Department, Projects in Progress: Removing the valves and reliefs/stacks from the propane tanks. Projects Starting this Month: Contractor is starting to install 2" plastic in Boulder Ridge. Water Department Projects Completed this Month: 0 water main breaks for a total of 7 for the season, Projects in Progress: Cast iron main project, 5th Ave water main project. Engineering Tech, Projects Starting Next Month: 504 one-call locates April 1 - 20, 2026 and 153 one-call locates March, 2026, Mark Meier is retiring May 29 after 28 years.

ITEM 8348

Karst presented the report on Administration and Financial Statements, Purchasing, Accounting and Facilities, Projects in Progress: Dakota Riggers completed annual sling and chain inspections; orders have been issued to replace all failed components. Projects in Progress: Purple Wave Auction is currently live and scheduled to close on April 28. Upcoming Projects: Spring Clean-up on all WMU properties, spraying herbicide on WMU

properties, asphalt and concrete repairs to streets and private properties. Customer Service, Projects Completed this Month: April bills processed in Tyler and mailed April 13-14, customers received April bills April 17 - 21, had a print issue with April bills that effected around 3,260 customers this has been resolved for May, validated May billing workflow in Tyler, including reads and meter change processing, May bill delivery expectation May 1-5 and May bill due date, May 11, June budget billing will go out. Human Resources/Risk Management: Preparing for summer temps to begin arriving in early May, retiring of Mark Meier, working with Jessie Lloyd our new safety consultant, he will be onsite May 4, discussions have been held to ensure a smooth transition, received final 2025 worker's compensation premium adjustment, resulting in a 2% refund due to favorable actual versus budgeted payroll, the state rules regarding the medical exemption change, all CDL drivers must update their license by July 1 to show the federal medical exemption or risk losing their CDL license, we have 27 employees that have CDLs. Information systems: Installing and testing cameras and video recorder, deploying new iPads to replace aging surface tablets, 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 \$34,161 above budget for the three months ending March 31, 2026. Total Capital Additions are \$199,099 under budget for the three months month ending March 31,2026.

ITEM 8349

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 April 2026 Plus ACH Payroll Payments \$742,943.84.

Name	Payable Description	Payment Amount
MAY 1, 2026		
#1 WELDING PORTABLE WELDING & FABRICATION	SERVICE	\$975.00
ABC EMBROIDERY	SAFETY CLOTHING	\$14.85
ADV. ENGINEERING AND ENVIRO. SERV., LLC	CAST IRON WATERMAIN REPLACEMENT	\$3,277.50
AFLAC	ACCIDENT	\$1,900.92
AMARIL UNIFORM COMPANY	SAFETY CLOTHING	\$496.06
A-OX WELDING SUPPLY INC	SUPPLIES	\$115.72
APGA	TRAINING EXPENSE	\$1,050.00
AQUA-PURE INC	SODIUM TRIPOLYPHOSPHATE	\$3,762.50
AUTO VALUE WATERTOWN	SUPPLIES	\$706.33
AUTOMATIC BUILDING CONTROLS	SERVICE	\$641.00
BACHMANN ENTERPRISE INC.	ROLL UP DOOR, PATCHING - PEAK SHAVING PLANT	\$4,947.00
BASCOM-TURNER INSTRUMENTS INC.	SERVICE	\$182.55
BELL LUMBER & POLE CO	POLES	\$31,871.00
BENDIX IMAGING INC	SUPPLIES	\$510.96

BENSON, BRIAN	REIMBURSEMENT EXPENSE	\$201.78
BORDER STATES ELECTRIC SUPPLY	WIRE AS PER BID	\$179,987.70
BORNS GROUP	POSTAGE & MAILING	\$21,122.80
BUTLER MACHINERY CO	GENERATOR RENTAL	\$4,923.15
CASEY'S	ENERGY INCENTIVE REBATE	\$3,450.00
CASHWAY LUMBER INC	SUPPLIES	\$216.50
CHASE CARDMEMBER SERVICE	CREDIT CARD	\$11,214.15
CHRISTENSEN MANUFACTURING CORP	TRUCK RACK UNIT #13	\$5,084.00
CODINGTON-CLARK ELECTRIC COOPERATIVE INC	WELLFIELD ELECTRIC SERVICE	\$6,730.52
COLOURS, INC.	SUPPLIES	\$56.48
COMMERCIAL CLEANING SERVICES INC.	JANITORIAL SERVICE	\$3,975.00
CORE & MAIN LP	TAPPING VALVES, TAPPING SLEEVES	\$14,762.86
CREDIT COLLECTIONS BUREAU	COLLECTIONS	\$256.28
DAKOTA DATA SHRED	SHREDDING SERVICE	\$122.80
DELTA DENTAL OF SD	DENTAL INSURANCE	\$1,568.80
DEPARTMENT OF HEALTH	WATER SAMPLES	\$648.00
DISCOUNT SEEDS, INC.	SUPPLIES	\$1,500.00
DSG DAKOTA SUPPLY GROUP	SUPPLIES	\$329.75
DTN, LLC	SUBSCRIPTION	\$584.61
DUTTON-LAINSON COMPANY	GAS METERS	\$3,286.00
EAGLE EYE POWER SOLUTIONS LLC	SERVICE	\$837.05
EIDE BAILLY LLP	2025 AUDIT PROGRESS BILLING	\$13,151.25
ELECTRIC MOTORS & MOORE INC	SUPPLIES	\$294.00
ENERGY LABORATORIES INC	WATER TESTING	\$1,682.00
ENGELSTAD ELECTRIC COMPANY	SERVICE - WTP	\$496.76
EQUITABLE	VISION INSURANCE	\$221.80
ETHANOL PRODUCTS LLC	SUPPLIES	\$1,570.50
FASTENAL COMPANY	SUPPLIES	\$395.08
FASTENER SOLUTIONS INC	SUPPLIES	\$1,340.38
FEDERAL EXPRESS CORP	SERVICE	\$391.34
FLEETPRIDE, INC.	SUPPLIES	\$299.78
FLOW CONTROL AUTOMATION INC.	CHEMICAL PUMP EQUIP, WATER ANALYZERS - WTP	\$16,306.00
FOLEY AND FOLEY LAW OFFICE, PC	MARCH LEGAL FEES	\$2,989.10
HARRIS COMPUTER SYSTEMS	BILLING SOFTWARE	\$3,780.00
HEATH CONSULTANTS INC	SERVICE	\$567.91
HILMOE, ZEKE	REIMBURSEMENT EXPENSE	\$73.23
IBEW LOCAL 426	UNION DUES	\$4,888.00
INTERSTATE ALL BATTERY CENTER	SUPPLIES	\$145.20
J & B SCREENPRINTING	SERVICE	\$165.00
J H LARSON COMPANY	METER SOCKETS, SUPPLIES	\$12,047.53
JUSTIN'S LAWN & TREE SERVICE	SERVICE	\$1,400.00
KARST, ADAM	REIMBURSEMENT EXPENSE	\$595.00
KOONS GAS MEASUREMENT	GAS METERS AS PER BID	\$93,335.73
LAMB CHEVROLET	FORD F550 UNIT 26	\$70,151.00
LEHNER, STEVE	REIMBURSEMENT EXPENSE	\$173.70
LIGHT & SIREN	SUPPLIES	\$1,812.00
LL & SONS EXCAVATING INC	SERVICE - WELLFIELD PROJECT	\$25,045.00
LOVELIS, WAYNE	REIMBURSEMENT EXPENSE	\$80.00
MACKSTEEL WAREHOUSE INC	SUPPLIES	\$163.32
MAC'S HARDWARE	SUPPLIES	\$744.83
MADISON NATIONAL LIFE INSURANCE CO. INC.	LIFE INSURANCE - STAFF	\$52.00
MAGSTADT, BERT	REIMBURSEMENT EXPENSE	\$1,172.38
MCKEEVER INC	SUPPLIES	\$279.00
MENARDS INC	SUPPLIES	\$432.09
MET LIFE	LIFE INSURANCE	\$1,435.79

MIDCONTINENT COMMUNICATIONS	INTERNET, CABLE & PHONE SERVICE	\$1,900.89
MILBANK WINWATER WORKS	SUPPLIES	\$277.58
MILSOFT UTILITY SOLUTIONS INC.	ELECTRIC LOAD TRAINING	\$7,750.00
MINNESOTA MUNICIPAL UTILITIES ASSN	SAFETY PROGRAM	\$9,987.50
MISSOURI RIVER ENERGY SERVICES	TRAINING EXPENSE	\$1,743.88
MUELLER CO	SUPPLIES	\$572.15
MUNICIPAL UTILITIES - PC	REIMBURSE PETTY CASH	\$1,090.72
MUNICIPAL UTILITIES-NSF CHECK ACCO	REIMBURSE NSF FUND	\$358.14
MUNICIPAL UTILITIES-REFUND ACCT	REFUNDS OF CREDITS ON ACCOUNTS	\$13,043.39
NAPA CENTRAL	SUPPLIES	\$416.79
NELSON TECHNOLOGIES INC	SUPPLIES	\$415.51
NORTHERN TRUCK EQUIP CORP	SUPPLIES	\$2,305.63
NORTHWEST PIPE FITTINGS INC	SUPPLIES	\$3,820.45
OFFICE PEEPS	SUPPLIES	\$343.91
O'REILLY AUTOMOTIVE INC	SUPPLIES	\$115.04
PARA UX LLC	SERVICE	\$187.50
PAYMENTUS GROUP INC.	SERVICE	\$39.80
PERFORMANCE TOWING	SERVICE	\$1,442.50
PETE LIEN & SONS	BULK LIME	\$13,562.92
PHEASANTLAND INDUSTRIES	SUPPLIES	\$2,216.25
POMP'S TIRE SERVICE, INC.	SUPPLIES	\$765.60
PRO LINE INC	SUPPLIES	\$183.97
RELIABANK DAKOTA	FLEX DC	\$7,381.53
REVOLT ELECTRICAL SERVICES INC.	SERVICE - PELICAN SUB, EAST SUB	\$77,042.75
RON'S SAW SALES	SERVICE	\$364.95
RUNNING'S SUPPLY INC	SUPPLIES	\$450.30
SANFORD WATERTOWN OCCUPATIONAL MEDICINE	SERVICE	\$449.00
SD ONE CALL	LOCATES	\$165.90
SENSAPHONE	SUBSCRIPTION	\$299.40
SENSIT TECHNOLOGIES LLC	LEAK DETECTION EQUIPMENT - GAS	\$13,039.95
SIOUX VALLEY CO-OP	FUEL, SUPPLIES	\$7,163.94
STAR LAUNDRY	SERVICE	\$554.99
STEFFL DRILLING & PUMP INC	SERVICE - WELL #37	\$11,250.00
STEIN SIGN DISPLAY	PUBLIC AWARENESS	\$1,500.00
STILLWELD 360, LLC	SERVICE	\$1,200.00
STRUSS, SCOTT	REIMBURSEMENT EXPENSE	\$687.40
STUART C IRBY CO	RESIDENTIAL ALUMINUM STREET LIGHT POLES AS PER BID	\$38,547.45
SUBSURFACE SOLUTIONS	SUBSCRIPTION	\$360.00
TEREX USA, LLC	SERVICE, SUPPLIES -UNIT 2	\$8,663.55
THOMPSON MECHANICAL INC	SERVICE - WTP	\$3,298.68
TITAN MACHINERY- WTN	SERVICE - UNIT 25	\$1,335.97
TOSHIBA FINANCIAL SERVICES	COPIER LEASE	\$613.95
TRAV'S OUTFITTER	SAFETY CLOTHING	\$1,337.20
TWOTREES TECHNOLOGIES	SOFTWARE MAINTENANCE	\$1,218.75
TYLER TECHNOLOGIES	BILLING SOFTWARE	\$24,062.50
USA BLUEBOOK	SUPPLIES	\$1,368.02
USA TODAY MEDIA CORP	PUBLISHINGS	\$358.22
WARD, MARK	REIMBURSEMENT EXPENSE	\$80.00
WATERTOWN CURRENT LLC	PUBLISHINGS	\$414.28
WATERTOWN DEVELOPMENT COMPANY	INDUSTRIAL DEVELOPMENT EXPENSE	\$8,690.00
WATERTOWN FORD CHRYSLER	SUPPLIES	\$136.00
WATERTOWN LAWN & GARDEN	SUPPLIES	\$221.00
WATERTOWN UNITED WAY	United Way	\$217.50
WATERTOWN WHOLESALE INC	SUPPLIES	\$2,282.60
WESCO DISTRIBUTION INC	4 POSITION MODULES, STAND OFF BUSHINGS	\$34,760.00

ZEP SALES AND SERVICE	SUPPLIES	\$547.64
	TOTAL	\$881,589.86

Total April 2026 \$881,589.86, Transfer to City's General Fund \$127,841.00, Muni Utilities Electric Water Gas \$42,262.00; Missouri River Energy Services Power \$1,886,467.13; BP Canada Energy Marketing Natural Gas \$194,586.99; Dept. of Revenue Sales/Excise Tax \$245,340.91; CPEP #3 Natural Gas \$75,076.11, CPEP #4 Natural Gas \$41,354.47, CPEP #5 Natural Gas \$192,101.96, CPEP #3 Hedge \$25,063.50, CPEP #4 Hedge \$11,437.50.

ITEM 8350

Pursuant to SDCL 1-25-2 (6G) Luken moved with second by Carter to move to Executive Session. No action is expected when coming out of Executive Session. Motion carried.

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

Motion by Luken 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 27th, day of April, 2026.

ATTEST: _____

Lisa Pahl
Board Secretary
Municipal Utilities Board

Dan Brenden
Board President
Municipal Utilities Department