

Bagley Public Utilities
Commissioners Meeting
July 17, 2025

Chairman Thomas Lillegaard called to order the regular meeting of the Bagley Public Utilities Commission on July 17, 2025 at 10:00am with Commissioners Dennis Merschman and Stuart Lien present. Also at the meeting were managers Bill Masterson and Vicky Fletcher, Mayor Duane Lewis, and City Clerk Lyle Mathison.

Motion made by Merschman to approve the minutes as written for the regular board meeting held June 16, 2025. Motion was seconded by Lien and carried.

June 2025 expenditures were reviewed. Motion by Lien and second by Merschman to approve the June 2025 listing of payments by check and electronic transfer. Motion carried.

The Commission discussed invoices submitted for payment in July. Lien made the motion to pay all July bills presented. Merschman seconded and the motion carried.

Motion by Merschman to approve the consent agenda, in concurrence with City Council action taken on July 9, 2025, for items related to the water/sewer project including.

- 1) Reierson Construction Pay App #7 on Phase 2/3 for \$1,092,281.16; and
- 2) Request #7 from MN PFA for grant funds in the amount of \$1,163,757.16.

Motion was seconded by Lien and carried.

Manager updates:

- New structures and pipes have been installed at the sewer ponds. Repair work on riprap has also been completed. Final work on the valves expected to be done next week. Overall, this part of project went well.
Finishing Phase II/III paving and restoration. Issue by Balsam lift station but Reierson crew will correct once work on Getchell is done.
The temporary water system is in place and operational. The filter at the waterplant is bypassed. BPU will begin draining the water-tower today.
Reierson sub-contractor is de-watering Gordon, Geary, and Brown areas to enable line replacement.
- Masterson and Scott Caouette are working with HDR Engineering to design comprehensive system plan and continue underground conversion for electric/cable lines. Masterson intends to contract Cooperative Development to bore lines for two alleys in northeast Bagley this year, and another street in southwest Bagley once decision is made on necessary wire size. Costs are estimated at \$55,000-\$60,000 to install underground for those 3 blocks. Frontier will cut over services. The electric rate study incorporated system maintenance needs and annual budget of \$125,000 for replacement/conversion costs. Masterson estimated 9-10 alleys with aging infrastructure. The 4 blocks/alleys centering the stoplights are a priority concern but will require skills of electrical contractor to replace. Work will also be dependent on final decisions of system design.

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Fletcher presented Resolution #2025-02 which formalizes the 4% increase for electric rates approved by the Board at the June meeting. Rates for security lights were discussed and increased \$1 per month. Motion was made by Merschman to approve the resolution and rates, seconded by Lien, and carried.

Merschman made the motion to accept the 2024 BPU Audit report as presented by Amanda Scanson with Brady Martz at the joint meeting with City Council held July 9, 2025. Motion was seconded by Lien and carried.

Fletcher updated the Board on plans for office staff positions. Board authorized Fletcher and Mathison to proceed with hiring new employees and purchasing office equipment if needed.

Commissioners reviewed financial reports for May 2025.

With no further business to come before the Commission, a motion was made by Merschman and seconded by Lien to adjourn the meeting.

Thomas Lillegaard, Chairman

Attest:

Vicky Fletcher, Business Manager