

Bagley Public Utilities  
Commissioners Meeting  
May 14, 2025

Chairman Thomas Lillegaard called to order the regular meeting of the Bagley Public Utilities Commission on May 14, 2025 at 10:00am. Also present at the meeting were Commissioners Dennis Merschman and Stuart Lien, managers Bill Masterson and Vicky Fletcher, and Mayor Duane Lewis.

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

April 2025 expenditures were reviewed. Motion by Merschman and second by Lien to approve the April 2025 checks written and electronic payments as presented. Motion carried.

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

Manager updates:

- Masterson explained what is needed to connect new underground electric service lines to the meter for customers. Quotes received from Bearded Brothers Electric and AJ Ysen with Frontier Electric. Frontier will hook up new service to existing meter base for \$250 per customer, including parts and permits. If a customer's service requires additional labor/materials, such as replacing meter mast, additional charges will be homeowner's responsibility. Motion by Merschman to hire Frontier Electric to perform work as discussed. Masterson stated the arrangement would initially be for 8 customers on Brown St NE, and then for other services as BPU continues to convert overhead lines to underground. Lien seconded and motion carried.  
Mayor Lewis has discussed an agreement with Al Olson for Al's Electric to be the master electrician on file for Bagley. Masterson stated an agreement is unnecessary with BPU procedures.
- HDR Engineering is working on the assessment of BPU electric system and will schedule on-site visit soon.
- Masterson ordered one pallet of streetlights to start replacing lights on Hwy #2.
- Masterson updated Board on status of the construction project.
- The Well Head Protection Plan has been updated as required every 10 years. No changes in current operations needed. A public meeting will be scheduled for local units of government to review the plan.

- Masterson stated the water tower renovation project is scheduled to start around June 15, 2025. Project will be conducted without running water through the filter at the waterplant. Decision made after consideration of risk to damaging the filter.

Motion made by Merschman to set the annual interest rate paid on utility service deposits at 4.4% effective July 1, 2025. Motion was seconded by Lien and carried.

Fletcher informed Board BPU is advertising to fill PT Office Assistant position. Board discussed office personnel, software options, and working arrangements. The board asked Fletcher to set up a meeting with Banyon for all City officials/staff interested in hearing what is available through BDS as software solutions for BPU and City.

Commissioners reviewed financial reports for March 2025.

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

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Thomas Lillegaard, Chairman

Attest:

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Vicky Fletcher, Business Manager