

Board Meeting February 8, 2021

The Milford Municipal Utilities Board of Trustees met in regular session on Monday, February 8, 2021 at 6:15 P.M. in the Community Center. In attendance were Board Members Mike Anderson, LeeAnn Reetz, Ken Behrens, and Kae Hoppe; General Manager, Brad Willemssen, Utility employee Lindsay Radunz. Board Member Kevin Wharton and Utility Attorney Abby Walleck were absent.

Chairman Anderson called the meeting to order. Chairman Anderson read a statement on COVID-19, the State of Iowa Proclamation and social distancing at public gathering. MMU has provided for the public to attend the board meeting through electronic means. It was noted that no one was participating electronically.

The agenda, minutes, financial statements and bills were approved as presented. The following bills were presented for payment:

Ahlers & Cooney, P.C.	Legal	14,300.00
Arnold Motor Supply	Supplies	300.28
Base	Cafeteria Monthly	30.00
Card Service Center	Office Supplies	219.21
Centurylink Communications, LLC	Phone	471.43
City of Milford	City Sewer, Storm Sewer, CC Fee	37,034.48
Dairyland Power Cooperative	Statement Printing	2,160.88
DGR and Associates Company	Engineering	1,432.00
Dickinson County News	Publishing	169.09
Hach Company	Lab	3,121.86
Hawkins, Inc.	Chemicals	1,005.47
IGL Sanitary District	Semi Annual Sewer	5,797.58
Iowa One Call	Locates	27.90
Maahs & Walleck	Legal	1,012.00
Marco, Inc.	Copy Machine	3,559.28
MaxYield Cooperative	Fuel	463.13
Michael Norgaard	Postage Reimbursement	9.69
Milford Electric, Inc.	Water Plant Supplies	157.90
National Benefit Services, LLC	Employee Benefits	24.00
Office of Auditor of State	Audit Filing Fee	250.00
Professional Computer Solutions, LLC	Computer Hosting Fees	1,798.00
R & D Industries, Inc.	Computer Support & Contract	1,629.88
Rice Repair	Tires	1,356.00
State Hygienic Laboratory	Lab Testing	60.50
Storey Kenworthy	Office Supplies	791.12
Sunshine Foods	Supplies	14.99
Tantalus Systems Inc.	Equipment for New Meter Read System	12,645.28
TRANSPORTATION SERVICES INC	CREDIT REFUNDS - 55321	3.18
True Value - Milford	Supplies	203.13
Upper Des Moines Opportunity	LIHEAP Reimbursement	224.92
Van Wert Inc.	Water Meters for New Reading System	108,267.00
Williams & Company PC	Consulting	7,950.00
Ziegler, Inc.	Engine Maintenance	658.26
Aflac	AFLAC Dec 20	379.54
Aspire	Employee Funded Benefit	740.00
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Clark Equipment dba Bobcat Company	A770 Bobcat Skidloader	21,640.45

Collection Services Center	Employee Withholding	184.61
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Department of Energy	WAPA	28,104.87
Internal Revenue Service	Fica, Med, FWH 1.15.21	5,912.97
Internal Revenue Service	Fica, Med, FWH 1.29.21	6,003.89
Iowa Department of Revenue	Monthly Withholding	3,210.00
Iowa Department of Revenue	Monthly Sales Tax	9,311.00
Iowa Department of Revenue	Monthly WET Tax	4,471.00
Iowa Department of Revenue	Quarterly Use Tax	115.45
IPERS	Dec 20 IPERS	7,256.96
IPERS	Dec 20 additional payroll IPERS	3,410.56
MidAmerican Energy	Neal 4	7,000.00
MMU	Utilities	4,815.43
MMU - Investment Fund	budgeted transfer	46,512.00
MMU - Investment Fund	dec 2020 eusc transfer	30,216.63
NIMECA	Legal	243.75
NIMECA	Power Bill	139,926.43
Principal Life	Employee Benefit	384.63
Reliance Standard Life Insurance Company	Employee Benefit	158.26
United Community Bank	Loan Payment	7,883.11
Verizon Wireless	Phone	202.55
Wellmark	Employee Benefit	12,208.93

Behrens/Reetz made a motion to approve the 2020 Wage Publication. Motion passed unanimously.

Milford Municipal Utilities
2020 Gross Wages to be Published

Keith Wurtz	850.00
Michael Anderson	925.00
Kevin Wharton	850.00
Ken Behrens	925.00
Kae Hoppe	925.00
Logan Davids	87,020.94
Ethan Rader	34,011.65
Michelle Ridd	1,583.37
Lindsay Radunz	62,381.56
Brady Pannhoff	48,753.07
Brad Willemssen	83,303.47
Evan Green	36,291.25
Linda Ruble	56,108.09
Wade Newcomer	90,506.99
Michael Norgaard	82,991.51
Dan Schnetzer	5,200.00
Lacey Van Kleek	6,084.41

The Audit report for Fiscal year ending June 20, 2020 conducted by Winther-Stave was presented. Hoppe/Behrens made a motion to approve the 2020 Audit Report. Motion passed unanimously.

Hoppe/Behrens made a motion to approve Resolution 2021-02-01 Electric Avoided Cost. A roll call vote was taken. Ayes – Anderson, Hoppe, Behrens and Reetz; Nays – none; Absent – Wharton. Motion passed.

Behrens/Hoppe made a motion to approve Resolution 2021-02-02 Add Mike Anderson, LeeAnn Reetz, and Lindsay Radunz to Financial Accounts. A roll call vote was taken. Ayes – Anderson, Hoppe, Behrens and Reetz; Nays – none; Absent – Wharton. Motion passed.

Hoppe/Behrens made a motion to approve Resolution 2021-02-03 Depository. A roll call vote was taken. Ayes – Anderson, Hoppe, Behrens and Reetz; Nays – none; Absent – Wharton. Motion passed.

Behrens/Hoppe made a motion to approve the Risk and Resilience Assessment and Emergency Response Plan Engineering Services not to exceed \$10,000.00 by McClure Engineering Co. Motion passed unanimously.

Hoppe/Behrens made a motion to approve the Agreement for Wahpeton Municipal Water Plant Operational Assistance. Motion passed unanimously.

Manager Willemsen presented the Fiscal year ending June 30, 2022 Electric and Water Budgets. Manager Willemsen and Utility Accountant Radunz fielded questions from the Board. No adjustments were requested at this time.

Hoppe/Behrens made a motion to set the Public Hearing for March 8, 2021 at 6:15 PM and to authorize the staff to publish the budget and date. Motion passed unanimously.

Changing the dates of the board meetings was discussed. Manager Willemsen is suggesting the MMU Board have two meetings a month being the first and third Monday at 6:15 PM, due to upcoming projects. Utility Accountant Radunz noted that this will affect timing of the bills being paid. It will be an agenda item next month for motion of approval.

The Board was updated on developments in the possible land acquisition discussed in prior meetings. Manager Willemsen was directed by the Board to continue negotiating the land acquisition.

Items discussed in the Manager's Report:

1. Manager Willemsen reported that Osceola Rural Water is interested in an Emergency Connection Agreement.
2. Manager Willemsen gave an update that the DGR Task orders should be completed in March.
3. Manager Willemsen reported that the Electric Service Rules and Disconnect Policy are being updated.

The Board of Trustees adjourned the meeting. The next regular meeting of the Milford Municipal Utilities Board of Trustees will be March 8th, 2021.

Mike Anderson, Chairman

LeeAnn Reetz, Board Secretary