

Board Meeting July 13, 2020

The Milford Municipal Utilities Board of Trustees met in regular session on Monday, July 13, 2020 in the Board Room. In attendance were Board Members Kevin Wharton, Keith Wurtz, Mike Anderson, Ken Behrens and Kae Hoppe; General Manager, Brad Willemsen, Utility employees Mike Norgaard, Linda Ruble, Logan Davids and Lindsay Radunz; and Utility Attorney Abby Walleck.

Chairman Wurtz called the meeting to order. Chairman Wurtz read a statement on COVID-19, the State of Iowa Proclamation and limitations on the number of persons attending gatherings. 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 approved for payment:

Arnold Motor Supply	Supplies	419.17
Aspire	Admin Fee - Recordkeeping	90.00
Base	Cafeteria Monthly	30.00
Boji Auto Repair LLC	Repairs	843.28
Bolton & Menk, Inc.	Engineering - Water Plant Study	2,912.50
Bomgaars	Supplies	103.28
Border States Electric Supply	Inventory	933.62
Campus Cleaners	Office, Power, Water Plant Rugs - 2 Qtrs	949.44
Card Service Center	Misc. Admin	16.04
Centurylink Communications, LLC	Phone	431.26
City of Milford	City Sewer, Storm Sewer, CC Fee	38,469.71
Clark Equipment dba Bobcat Company	Equipment - 54" Utility Blade	1,332.28
Core & Main LP	Inventory	1,607.97
Dairyland Power Cooperative	Statement Printing	1,224.01
DGR and Associates Company	Engineering	3,886.50
Dickinson County News	Publishing - Minutes	123.07
Great Lakes Concrete	Concrete Block	225.00
Hach Company	Lab	2,832.74
Hawkins, Inc.	Chemicals	5,729.67
Ia Assoc of Muni Utilities	NASSA Safety Training	985.80
Ia Depart of Natural Res	Annual Water Supply Fee	343.53
Iowa One Call	Locates	81.90
Lakes News Shopper	Employment Ad - PT Water	46.20
Maahs & Walleck	Legal	704.00
Malloy Electric	Equipment - VFD	2,169.42
MaxYield Cooperative	Fuel	513.73
MHR Insurance	Liab. & Work Comp Audit	3,120.00
Michael Norgaard	Postage Reimbursement	9.69
Mitchell J. Burgin	Mowing	675.00
National Benefit Services, LLC	Employee Benefits	24.00
Onsite Service Solutions LLC	Annual Analyzer Maintenance	2,285.00
Professional Computer Solutions, LLC	Computer Hosting Fees	828.00
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R & D Industries, Inc.	Computer Contract	1,006.13
Rody And Laurian Pederson	Purchased Power	17.46
SERVICE TECH OF CENTRAL IOWA	Fire Hydrant Repairs	1,547.82
State Hygienic Laboratory	Lab Testing	238.50
Storey Kenworthy	Office Supplies	106.35
Stuart C. Irby Co.	Inventory	2,632.20
True Value - Milford	Supplies	314.45

Ziegler, Inc.	Annual Maintenance Contract	17,770.99
Aflac	employee benefit	348.60
Aspire	Employee Benefit	430.00
Aspire	Employee Funded Benefit	430.00
Collection Services Center	Employee Withholding	184.61
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Crescent Electric Supply Company	Engine Maintenance & Repairs	1,184.17
Department of Energy	WAPA	23,368.64
Internal Revenue Service	Employee Withholding	5,442.90
Internal Revenue Service	Fica, Med, FWH 7.3.20	5,418.93
Iowa Department of Revenue	Monthly Withholding	2,261.00
Iowa Department of Revenue	Monthly WET Tax	4,978.00
Iowa Department of Revenue	Monthly Sales Tax	7,471.00
IPERS	June 2020 IPERS	6,733.81
MidAmerican Energy	Neal 4	19,000.00
MMU	Utilities	2,935.22
MMU - Investment Fund	budgeted transfer	20,068.00
MMU - Investment Fund	may eusc transfer	30,272.58
MMU-Medical Insurance Account	cafeteria june 2020 transfer	251.66
NIMECA	Legal	2,255.14
NIMECA	Power Bill	85,430.19
NIMECA	Employee Benefit	208.86
Principal Life	Employee Benefit	419.59
Reliance Standard Life Insurance Company	Employee Benefit	144.36
United Community Bank	Loan Payment	7,883.11
Verizon Wireless	Phone	142.17
Wellmark	Employee Benefit	10,536.06

Anderson/Wharton made a motion to deny 5-year pledge of \$2,500.00 per year to the Iowa Lakes Corridor Development Corporation. Motion passed unanimously.

Hoppe/Wharton made a motion to approve Integrity Data Solutions Quote for Inventory Barcode Scanner including iPad. Motion passed unanimously.

Anderson/Hoppe made a motion to authorize Request for Quote for AMR meter reading system. Motion passed unanimously.

Manager Willemsen lead a discussion of options with baseload generation.

Manager Willemsen and Attorney Walleck presented revisions to the Employment Handbook. The Board discussed additional changes and revisions.

Items discussed in the Manager Report:

1. The NIMECA picnic is scheduled for August 6th in Okoboji.
2. The water interconnection agreement with the City of Arnolds Park agreement.
3. DGR has completed the interconnection impact study and it has been sent to NRS. General Manager Willemsen and Attorney Walleck discussed the location of the proposed solar garden location in relation to service territory.
4. Simpleray has been in contact with MMU regarding a solar garden at the Grapetree/Boji Bay area. General Manager Willemsen will discuss interconnection options with Attorney Nadel.
5. Part-time water position is still open.

The Board of Trustees adjourned the meeting. The next regular meeting of the Milford Municipal Board of Trustees will be August 10, 2020.

Keith Wurtz, Chairman

Brad Willemsen, General Manager