

Board Meeting March 9, 2020

The Milford Municipal Utilities Board of Trustees met in regular session on Monday, March 9, 2020 in the Community Room. In attendance were Board Members Mike Anderson, Kevin Wharton, Ken Behrens and Kae Hoppe; General Manager, Brad Willemssen, Utility employee Lindsay Radunz and Logan Davids; and Utility Attorney Abby Walleck. Guest present was Russ Beckendorf. Absent was Keith Wurtz.

Vice-chairman Anderson called the meeting to order.

Vice-chairman Anderson announced that this is the time for the public hearing on the Electric and Water Budget for the Year Ending June 30, 2021. Office staff noted that the office did not receive any comments. There were no further comments. Anderson closed the public hearing.

The agenda, minutes, financial statements and bills were approved as presented. Behrens/Wharton made the motion to approve. The following bills were approved for payment:

Ahlers & Cooney, P.C.	Legal	276.50
Arnold Motor Supply	Supplies	738.72
Base	Cafeteria Monthly	30.00
Boji Welding and Services	Exchange Tank of Welding Argon Mix Gas	89.00
Bomgaars	Supplies	323.83
Card Service Center	Supplies	1,830.21
Centurylink Communications, LLC	Phone	451.88
CHRIS ALGER	Repairs	90.00
Cintas Corporation	Safety	49.08
City of Milford	City Sewer, Storm Sewer, CC Fee	38,764.65
Coffman's Locksmith Shop	Locksmith	69.00
Core & Main LP	Distribution	1,525.00
Core & Main LP	Equip - Valve Excerciser	4,750.00
Dairyland Power Cooperative	Statement Printing	1,252.67
Dairyland Power Cooperative	Statement Printing	1,262.69
DGR and Associates Company	Engineering	185.00
Dickinson County News	Publishing	256.13
Ethan Rader	Travel Reimbursement	105.80
Hach Company	Chlorine Analyzer	4,349.03
Hawkins, Inc.	Chemicals	994.62
Ia Assoc of Muni Utilities	Member Dues, Apprenticeship Prog., Hearing Tests	8,608.80
Iowa One Call	Locates	3.60
KDW Advisors, LLC	Consulting	688.00
Maahs & Walleck	Legal	4,070.00
Marco, Inc.	Copier Contract	191.02
MaxYield Cooperative	Fuel	547.41
Micro-Comm, Inc.	Scada	135,182.00
Milford Electric, Inc.	Maintenance	281.90
Municipal Supply, Inc.	New Handheld Reader	5,900.00
Municipal Supply, Inc.	Meter Maint.	109.79
National Benefit Services, LLC	Employee Benefit	15.00
Overhead Door Sales & Service	Repairs	2,388.24
Pitney Bowes	Postage & Supplies	322.32
Professional Computer Solutions, LLC	Computer Hosting Fees	828.00
R & D Industries, Inc.	Computer Exp, Laptop, GM's Computer	6,405.43
State Hygienic Laboratory	Lab Testing	58.50
Storey Kenworthy	Office Supplies	590.32
Stuart C. Irby Co.	Safety	34.80

T & R Electric	Inventory	2,255.00
True Value - Milford	Supplies	221.51
WILLIAMS & COMPANY PC	Consulting	1,200.00
Office of Auditor of State	Audit Filing Fee	250.00
Upper Des Moines Opportunity	LIHEAP customer credit Shortley	180.30
Verizon Wireless	Phone	91.24
Wellmark	Employee Benefit	7,841.30
Aflac	employee benefit	348.60
Aflac	employee benefit	348.60
Aspire	employee benefit	285.00
Aspire	Employee benefit	285.00
Collection Services Center	employee withholding	184.61
Collection Services Center	Employee withholding	184.61
Department of Energy	WAPA	27,533.26
Internal Revenue Service	fica, med, fwh	4,640.77
Internal Revenue Service	FICA, Med, Fwh payroll	6,241.94
Iowa Department of Revenue	Monthly Withholding	2,408.00
Iowa Department of Revenue	Monthly Sales Tax	11,097.00
Iowa Department of Revenue	Monthly WET Tax	4,575.00
IPERS	Jan 20 IPERS payment	8,264.98
MidAmerican Energy	Neal 4 - Paid 1/2/20 *missed on Jan. bill report	26,000.00
MidAmerican Energy	Neal 4 - Paid 2/3/20 *missed on Feb. bill report	15,000.00
MidAmerican Energy	Neal 4 - Paid 3/2/20	15,000.00
MMU - Investment Fund	Utilities	4,088.96
MMU - Investment Fund	budget transfer-feb 20	20,068.00
MMU - Investment Fund	eusc transfer	28,928.57
NIMECA	Power bill	141,192.08
NIMECA	Legal	2,809.54
NIMECA	Employee Benefit	210.50
Principal Life	Employee Benefit	305.26
Reliance Standard Life Insurance Company	Employee Benefit	72.15
United Community Bank	Loan Payment	7,883.11
United States Geological Survey	USGS payment	12,900.00

Russ Beckendorf presented on the insurance renewal quotes, changes in premiums along with industry standards on premium increases, and various endorsements and benefits on the current policies. Russ also presented on the insurance issues and requirements associated with larger interconnect agreements. Hoppe/Wharton made a motion to approve the insurance policy renewal for April 1, 2020 to April 1, 2021. Motion passed unanimously.

Behrens/Wharton made a motion to approve Resolution 2020-03-01, Annual Budget for Fiscal Year Ending June 20, 2021. A roll call vote was taken. Ayes -Wharton, Hoppe, Behrens and Anderson; Nays – none. Motion passed.

Wharton/Behrens made a motion to approve Resolution 2020-03-02, Adopting Electric Avoided Cost. A roll call vote was taken. Ayes -Wharton, Hoppe, Behrens and Anderson; Nays – none. Motion passed.

Hoppe/Behrens made a motion to approve Resolution 2020-03-03, Add Brad Willemsen to Financial Accounts and Safety Deposit Box. A roll call vote was taken. Ayes -Wharton, Hoppe, Behrens and Anderson; Nays – none. Motion passed.

Hoppe/Behrens made a motion to Approve Amended Osceola Rural Water Line Purchase Agreement. Motion passed unanimously.

Behrens/Hoppe made a motion to Approve NIMECA Resolution regarding Resignation and Designation of Director. Motion passed unanimously.

Behrens/Wharton made a motion to Approve NIMECA Resolution regarding Designation of Authorized Representative. Motion passed unanimously.

Items discussed in the Manager Report:

1. The new SCADA is fully installed and running.
2. The RFP proposal are in for the water plant and Brad will review with water staff this week.
3. Brad and Mike attended a meeting for the Blue Water Festival and sought board input for MMU's participation in the same. The Festival is in August.
4. Employee handbook revisions were discussed and Brad continues to work on the same. Board member Hoppe will work with Brad to review proposed changes along with staff and Attorney Walleck.

The Board of Trustees adjourned the meeting. The next regular meeting of the Milford Municipal Board of Trustees will be April 13, 2020.

Mike Anderson, Vice-Chairman

Brad Willemsen, General Manager