

Board Meeting October 12, 2020

The Milford Municipal Utilities Board of Trustees met in regular session on Monday, October 12, 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 employee 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 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.

Public Hearing was held on the water rate increase. No comments were made during the public hearing and no comments were provide to the office prior to the hearing.

The agenda, minutes, financial statements and bills were approved as presented except the Public Hearing was moved to the start of the meeting so that it was at 6:15pm as scheduled. The following bills were approved for payment:

AMANDA COX	CREDIT REFUNDS - 54302	87.87
AMANDA STROUD	CREDIT REFUNDS - 51538	70.40
American Water Works Asso	Annual Membership Dues	382.00
Arnold Motor Supply	Supplies	219.99
Base	Cafeteria Monthly	30.00
Bomgaars	Supplies	115.80
Card Service Center	PPE Uniforms	4,758.80
CASSANDRA ANDERSON	CREDIT REFUNDS - 54413	101.56
CC Screen Printing	Uniforms	384.78
Centurylink Communications, LLC	Phone	461.25
City of Milford	City Sewer, Storm Sewer, CC Fee	42,871.85
CORNELL ABSTRACT COMPANY	Deed Search - Pump House	125.00
Dairyland Power Cooperative	Statement Printing	1,424.05
DARRELL STEENBLOCK	CREDIT REFUNDS - 53872	18.20
DGR and Associates Company	Engineering	519.00
Dickinson County News	Publishing	528.55
H & D Underground, Inc.	Subcontractor - Boring	8,453.75
Hach Company	Lab Equipment	3,415.50
Hawkins, Inc.	Plant Equip Maint & Chemicals	8,559.02
Ia Depart of Natural Res	Annual Water Use Fee	95.00
Iowa One Call	Locates	96.30
Iowa Utilities Board	2021 Energy Center Assessment	3,890.00
JUANITA AMDAHL	Refund of overpayment on account	230.00
Lakes News Shopper	Employment Ad	118.80
Linda Ruble	Postage Reimbursement	23.53
MARIAN KYLE	CREDIT REFUNDS - 18420	33.50
MaxYield Cooperative	Fuel	290.28
Michael Norgaard	Postage Reimbursement	7.09
Micro-Comm, Inc.	Water Scada	3,200.00
Milford Well Service	Plant Equip Maint	1,828.00
Mitchell J. Burgin	Mowing	405.00
National Benefit Services, LLC	Employee Benefits	24.00
NovaTech	New Electric Scada	13,512.60
Professional Computer Solutions, LLC	Computer Hosting Fees	828.00
R & D Industries, Inc.	Computer Contract & Scada Support	2,793.22

Spencer Daily Reporter	Employment Ad	215.28
State Hygienic Laboratory	Lab Testing	58.50
Storey Kenworthy	Office Supplies	332.97
Stuart C. Irby Co.	Safety	64.97
Sunshine Foods	Office Supplies	90.97
True Value - Milford	Supplies	281.66
Westrum Leak Detections, Inc.	2020 Leak Detection Survey	1,500.00
WILLIAMS & COMPANY PC	Consulting	235.00
Aflac	employee benefit	379.54
Aflac	employee paid benefit	379.54
Aspire	Employee Funded Benefit	470.00
Base	FSA payment	294.00
Collection Services Center	Employee Withholding	184.61
Department of Energy	WAPA	22,377.74
Internal Revenue Service	Fica, Med FWH 9.25.20	5,740.25
Internal Revenue Service	Fica, Med FWH 10.9.20	5,843.39
Iowa Department of Revenue	Monthly Withholding	1,947.00
Iowa Department of Revenue	Monthly WET Tax	6,949.00
Iowa Department of Revenue	Monthly Sales Tax	9,310.00
IPERS	employee benefit	6,696.74
MidAmerican Energy	Neal 4	21,000.00
MMU	Utilities	3,595.20
MMU - Investment Fund	Transfer	46,512.00
MMU - Investment Fund	transfer	29,446.97
MMU-Medical Insurance Account	sept cafeteria transfer	251.66
NIMECA	Power Bill	93,307.72
NIMECA	Employee Benefit	208.86
NIMECA	Legal	2,925.00
Principal Life	Employee Benefit	357.43
Reliance Standard Life Insurance Company	Employee Benefit	139.06
United Community Bank	Loan Payment	7,883.11
Verizon Wireless	Phone	552.07
Wellmark	Employee Benefit	10,050.65

Behrens/Wharton made a motion to approve Resolution 2020-10-07 approving the water rate increase of 10%. Roll call – Wharton, Behrens, Hoppe, Anderson, and Wurtz – Aye. Motion passed unanimously.

Behrens/Wharton made a motion to approve AMR/AMI quote from VanWert for \$926,807.65 and the option to do inspection of the Sanitary Services subject to the Iowa Great Lakes Sanitary District's approval of the same at its October 13, 2020 meeting. Motion passed unanimously.

Wharton/Hoppe made a motion to appoint Ken Behrens as Board Secretary. Motion passed unanimously.

Anderson/Behrens made a motion to approve the Ahlers & Cooney, PC Engagement Agreement. Motion passed unanimously.

Anderson/Wharton made motion to approve Resolution 2020-10-08 Fixing a Date for a Meeting on the Authorization of a Loan Agreement and the issuance of not to exceed \$800,000.00 water revenue capital loan notes of the City of Milford, Iowa and providing for the publication of the Notice thereof with the public hearing to be held on November 9, 2020 at 6:15pm. Roll call – Wharton, Behrens, Hoppe, Anderson, and Wurtz – Aye. Motion passed unanimously.

Behrens/Anderson made a motion to approve of Guidance for Implementing Safety Practices for Critical Infrastructure. Motion passed unanimously.

Items discussed in the Manager Report:

1. Manager Willemsen has invited the County Board of Supervisors and the County Engineer, Dan Eckert to tour the Pumphouse and Water Plant. No tour has been scheduled to date.
2. Manager Willemsen along with the office staff has completed the interviews for the Assistant Billing Clerk Position and have offered the position to Lacey Van Kleek who will start October 19th.
3. The City Council and MMU Board will have a joint meeting as part of their November 9, 2020 meeting to discuss joint projects.
4. Manager Willemsen along with water staff will be meeting with Bolton & Menk who will present at the December 7, 2020 meeting on the water plant study.
5. DGR is still working on the long-range plan for the electric department.
6. NIMECA can come to the November meeting to discuss the loan repayment options.

The Board of Trustees adjourned the meeting. The next regular meeting of the Milford Municipal Board of Trustees will be November 9, 2020.

Keith Wurtz, Chairman

Ken Behrens, Board Secretary