

Board Meeting July 9, 2018

The Milford Municipal Utilities Board of Trustees met in regular session on Monday, July 9, 2018 at 6:15 P.M. in the Community Center. In attendance were Board Members Keith Wurtz, Mike Anderson, Wanda Nelson, Sue Prunty, and Kevin Wharton; Manager Eric Stoll; Secretary Paula Nordblad; and Utility Attorney Abby Walleck. Those who entered the meeting for the joint session with the City Council were Council Members Bill Huse, Chris Hindshaw, Andy Youngbluth, Don Olsen, and Doug Frederick; Mayor Steve Anderson; City Administrator LeAnn Reinsbach; Attorney David Stein Jr; and guests Rachel from Boji Junction, Warren from Cherish Center, Darrin Bumgarner from Northwest Iowa Planning, Brad Beck from Beck Excavating, Inc., Don Brinkley - Zoning Administrator, Kent Eiler - Street Department, Police Chief Bob Clark and CEO from Grapetree.

Chairman Wurtz called the meeting to order.

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

Aflac	Employee Funded Benefit	375.60
Ahlers & Cooney, P.C.	Legal	280.00
Arnold Motor Supply	Truck, Plant, Shop	398.36
Aspire	Employee Funded Benefit	290.00
Aspire	Employee Funded Benefit	290.00
Base	Employee Benefits	30.00
Base	Employee Funded Benefit	600.00
Bolton & Menk, Inc.	230th Main	2,282.50
Bomgaars	Misc Distribution, Safety	188.98
Brink Consulting, Inc.	Water Plant Equip	250.00
Brown Supply Co.	Inventory	927.22
Card Service Center	Travel, Generating, Truck	512.43
Centurylink Communications, LLC	Phone	371.67
City of Milford	Dist, Bldg, CC fee, S/SS/G	51,283.81
Clark Equipment dba Bobcat Company	Backhoe	47,802.31
Collection Services Center	Employee Withholding	184.61
Collection Services Center	Employee Withholding	184.61
Converged Technologies, LLC	Plant	189.00
Core & Main LP	Inventory	198.20
Crescent Electric Supply Company	Tools	292.29
Crescent Electric Supply Company	Street lights-City	(564.71)
Crescent Electric Supply Company	City	564.71
Dairyland Power Cooperative	Printing and statement mailing	1,485.38
Department of Energy	WAPA	23,368.64
Dickinson Con Conserv Board	Disposal	230.00
G & L Clothing Commercial	PPE	202.50
H & D Underground, Inc.	Boring	4,800.00
Hawkins, Inc.	Chemicals	1,888.82
Ia Assoc of Muni Utilities	NASSA, Apprentice Mod B	2,077.17
Ia Depart of Natural Res	Water Supply Permit	345.48
Internal Revenue Service	FICA 062218	4,934.88
Internal Revenue Service	FICA 070618	4,493.59
Iowa Department of Revenue	Withholding	1,937.00
Iowa Department of Revenue	Sales Tax	10,982.00
IPERS	IPERS	5,689.56
Maahs & Walleck	Legal	937.00
MaxYield Cooperative	Truck	1,238.03
McDonald Supply	Community Development	2,400.00
Menards	Tools	271.06

MidAmerican Energy	Neal #4	26,000.00
Mitchell J. Burgin	Mowing	520.00
MMU	Utilities	4,334.21
MMU - Investment Fund	Transfer	36,359.00
MMU - Investment Fund	Transfer	30,322.94
MMU-Medical Insurance Account	Transfer	495.24
Municipal Supply, Inc.	Meter Maint	149.46
Municipal Supply, Inc.	Distribution	26.00
National Benefit Services, LLC	Employee Benefits	18.00
NICOLE CRUMMY	CREDIT REFUNDS	20.35
NIMECA	Power	37,034.67
NIMECA	Employee Benefits	167.43
Okoboji Protective Association	OPA Membership	100.00
Paula Nordblad	License	50.00
Plumb Supply	Distribution	99.24
Power Line Supply	For City Street Light Project	2,242.72
Principal Life	Employee Benefits	330.23
Professional Computer Systems	Hosting	712.00
Professional Computer Systems	User Group Meeting	70.00
Reliance Standard	Employee Benefits	178.70
Rody And Laurian Pederson	Power	24.02
SCHUYLER JOHNSON	CREDIT REFUNDS	145.43
SS Collision, Cycle Works, & Graphics	Fuel Tank Logo	393.00
State Hygienic Laboratory	Lab	97.50
Storey Kenworthy	Supplies	250.49
Stuart Irby	Safety	173.68
Sunshine Foods	Water Plant	43.47
T & R Electric	Service	510.00
Texas Refinery Corp.	Engine Maint	385.84
True Value - Milford	Supplies	207.87
Turner, Janet	Refund	72.64
United Community Bank	Loan Payment	61,935.28
Verizon Wireless	Phone	141.75
Wedeking Pit & Plant, Inc.	Distribution	152.08
Wellmark	Employee Benefits	9,861.46
Wesco Distribution, Inc.	Inventory	5,521.20
Ziegler, Inc.	Maint Contract	17,604.91

Joint Meeting Business:

Daren Bumgarner from Northwest Iowa Planning started off the discussion regarding Phase 3 of H Avenue Project by explaining that before the grant application can be submitted the project plans, funding, and permits need to be in place. He also explained that the water portion of the project is not a part of the grant because there is not a need for water improvements in this area and it would not score well in the grant, but it makes sense to replace it while the street is torn up. Beck noted that his professional services contract needed to be approved by MMU so that he can complete the plans and get the permits in place. Discussion followed regarding who should pay the approximate \$45,000-\$50,000 to upsize the water main for fire protection and for the fire hydrants. This cost was traditionally not a utility expense but was originally allocated to the Utilities for this project. A proposal was made to split the cost and was passed by the Council. This will adjust MMU's cost for the project to \$188,500. Anderson/Nelson made a motion to approve BEI professional services contract for the adjusted cost of \$16,250. Motion passed unanimously. Bumgarner noted that the next grant application deadline is October 1st and construction should still be during the 2019 construction season.

Councilman Hinshaw gave an update on the shelter house upgrade project. The project includes an addition, and air conditioning and heat to make it usable year around. He has been working with MMU

Manager Stoll regarding electric upgrades. Manager Stoll also mentioned that he is working with the Milford Commercial Club regarding their electrical requirements during Pioneer Days.

Discussion followed regarding the street closure over the Fourth of July in the Boji Bay area. Those businesses were not notified that there would be limited access to their businesses during the busiest week of the summer. The City Administrator stated that they were not notified that it was to be closed. This is a private street as it has not been accepted by the city and the current owner is working to make the repairs necessary for the City to accept it. Manager Stoll noted that there are water lines in that area that cannot be built over and we should be working to get this all rectified before development of the area progresses. Attorney Walleck suggested that a letter be drafted stating the issues so that the current owner is able to address them in his plans.

Attorney Walleck presented a Cherish Center Agreement, Release and Hold Harmless and recommended that the Board approve it subject to approval of the variance at the Board of Adjustments meeting. The Cherish Center Board has approved it via email and will formally approve it during their meeting July 10th. Manager Stoll suggested that we require wider easements in the future as 15 ft is not enough room for safe excavation.

MMU Manager Stoll showed the new lights for the 10th Street lighting projected and noted that they will come in under the amount budgeted by the City. He requested some assistance from City staff for installation as soon as the poles arrive.

The joint meeting with the City adjourned.

Milford Municipal Utilities Business

Chairman Wurtz opened the Public Hearing regarding Resolution 07-18, A Resolution Adopting New Electric Utility Rates Applicable to Customers of Milford Municipal Utilities. Secretary Nordblad noted that there were no comments received in the office and no one was present to comment. Chairman Wurtz closed the public hearing.

Anderson/Prunty made a motion to approve Resolution 07-18 A Resolution Adopting New Electric Utility Rates Applicable to Customers of Milford Municipal Utilities. Roll call vote was taken. Ayes – Wharton, Prunty, Nelson, Anderson, Wurtz. Nays – none. Motion passed.

Nelson/Wharton made a motion to approve HR Green Professional Services Agreement for FY 2019 Master Agreement for Consulting Engineering Services, not to exceed \$15,000. Motion passed unanimously.

Prunty/Nelson made a motion to approve the low quote of \$10,784 for Steel Siding and Roof on the ranger Shed. Motion passed unanimously.

Nelson/Prunty made a motion to accept a Cherish Center Agreement, Release and Hold Harmless subject to approval by the Board of Adjustments. Motion passed unanimously.

Items discussed in the Manager's Report:

1. Manager Stoll requested a meeting date change to August 13th.
2. We came within approximately 1 foot of getting water into the Pumphouse. Pumphouse improvements completed in 2005 mitigated most of the flooding impact. Water levels are going down at this point.
3. Manager Stoll had an article in the shopper last week about joint the USGS/CWA/MMU grant project that will determine what the west lake water sources are.

4. Manager Stoll and Board Member Wharton interviewed all but one of the electric applicants last week.
5. NIMECA meeting is July 10th. They will be discussing the Ferc settlement and the business that is looking to locate in a NIMECA community. The annual NIMECA picnic in August will be at Bridges Bay, catered by the Waterfront.
6. We are planning to give bucket truck rides on Friday night during Pioneer Days. We also plan to have a couple entries in the parade. Our employees volunteer for these activities and we would like to have any Board members available to join us. Our retiring employee has been asked to be the Grand Marshal for the parade.

The Board of Trustees adjourned the meeting. The next regular meeting of the Milford Municipal Utilities Board of Trustees will be August 13th, 2018.

Keith Wurtz, Chairman

Paula Nordblad, Secretary