

Board Meeting May 7, 2018

The Milford Municipal Board of Trustees met in regular session on Monday May 7, 2018 at 6:15 P.M. in the Board Room. In attendance were Board Members Keith Wurtz, Mike Anderson, Wanda Nelson, Sue Prunty, Kevin Wharton; Manager Eric Stoll; Secretary Paula Nordblad; and Utility Attorney Abby Walleck.

Chairman Wurtz called the meeting to order.

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

Aflac	Employee Funded Benefit	375.60
ALEX MAASS	CREDIT REFUNDS	13.81
Arnold Motor Supply	Truck, cleaner	356.09
Aspire	Employee Funded Benefit	290.00
Aspire	Employee Funded Benefit	290.00
Base	Employee Benefits	30.00
Base	Employee Funded Benefit	124.73
Base	Employee Funded Benefit	1,195.29
Base	Employee Funded Benefit	382.09
Base	Employee Funded Benefit	76.82
Base	Employee Funded Benefit	547.23
Black Hills Energy	Power-final bill	21.29
Bomgaars	Truck	12.39
Calgon Carbon Corporation	Carbon Exchange 2 Filters	48,692.00
Card Service Center	Travel, Eq Maint, Nimeca	1,314.02
CC Screen Printing	Logo	160.72
Centurylink Communications, LLC	Phone	369.96
Cintas Corporation	First Aide	130.30
City of Milford	Bldg, Comp, CC fee, S/SS/G	51,293.67
Collection Services Center	Withholding	184.61
Collection Services Center	Withholding	184.61
Dairyland Power Cooperative	Statement processing	1,190.20
Department of Energy	WAPA Power	24,272.13
DGR and Associates Company	Maps	2,008.50
Dickinson Con Conserv Board	Disposal	20.00
Dickinson County News	Publishing	189.70
Dickinson County Treasurer	Truck tax and license	1,964.50
H & N Chevy Buick	2018 Chevy	37,790.00
H R Green	Master Plan and DBPs	485.00
HANNAH WEBER	CREDIT REFUNDS	51.88
Hawkins, Inc.	Chemicals	1,009.47
Internal Revenue Service	FICA 041318	4,416.76
Internal Revenue Service	FICA 042718	4,381.27
Iowa Department of Revenue	Use Tax	401.00
Iowa Department of Revenue	Sales Tax	14,172.00
Iowa Department of Revenue	State Withholding	1,797.00
Iowa Lakes Elec Coop	Power	699.28
Iowa One Call	Locates	24.10
IPERS	IPERS	5,476.89
LISA PLACE	CREDIT REFUNDS	129.59
Maahs & Walleck	Legal	1,220.00
MaxYield Cooperative	Truck	711.91
McDonald Supply	Water Filter	170.00
Mellen & Associates, Inc.	Plant Equip Maint	138.90

MHR Insurance	Cat Coverage Adder	3,616.00
MidAmerican Energy	Neal #4	24,000.00
Midwest Fence & Gate Company	Fence Gate	4,773.67
MMU	Utilities	4,193.57
MMU - Investment Fund	Transfer	151,359.00
MMU - Investment Fund	Transfer	29,913.33
MMU-Medical Insurance Account	Transfer	742.86
National Benefit Services, LLC	Employee Benefits	18.00
NIMECA	Employee Benefit	166.26
NIMECA	NIMECA Power	92,754.76
Oh Shucks, Inc.	Distribution	10.70
Onsite Service Solutions LLC	Subcontractor	2,000.00
Power Line Supply	Safety	279.91
Principal Life	Employee Benefits	280.83
Professional Computer Systems	Hosting	790.00
Reliance Standard Life Insurance Company	Employee Benefit	173.74
Rent-All, Inc. - Spencer	Plant	123.05
Roger's Auto & Tire	Truck	214.24
Servicemaster by Rice	Carpet Cleaning	165.25
State Hygienic Laboratory	Lab	347.50
Storey Kenworthy	Supplies	77.97
Stuart C. Irby Co.	Inventory	10,528.80
Sunshine Foods	Supplies	105.23
TNEMEC Company, Inc.	Plant Equip Maint	4,171.84
True Value - Milford	Supplies	192.76
United Community Bank	Loan Payments	65,184.34
Verizon Wireless	Phone	141.75
Wellmark	Employee Benefits	7,640.95

Staff presented an updated analysis of the Electric and Water Cash Reserve Policy and progress being made to attain the goals. Discussion followed regarding rates and the fact that a utility needs to make inflation increases periodically to remain healthy and to prevent large increases in an attempt to catch up. The Board requested information at the next meeting regarding rates and the impact of a small inflationary increase of two to three percent.

Staff presented three quotes to replace the siding on one of the Utility buildings. After review, it was noted that the quotes were not comparable and asked staff to request new quotes after giving the contractors additional specifications.

Items Discussed in the Manager's Report:

1. We have gotten details regarding the potential summer intern in the Water Department. He has visited and is interested in interning at our facility. He needs 450 hours. Manager Stoll will continue to work with him and ILCC to get this set up.
2. The Engineer on the H Ave project has responded with answers for the Board's questions. He is not able to supply a preliminary design as that is part of the contract that he is asking MMU to approve. He did give Manager Stoll information regarding the costs for fire protection, \$22,000 for hydrants and \$28,000 to upgrade the water main from 6" to 10". The Board requested that MMU's portion of the design fees be reduced to reflect that fire protection is the City's responsibility. The Engineer also noted that they would work with MMU regarding temporary water for the customers in that area.
3. Manager Stoll noted that MMU will not be billing garbage for the City starting with the July statements.
4. Manager Stoll will be going over to Sheldon to help with mock interviews for the electric lineman program.
5. The Manager noted that we have received three resumes for the electric position that is open.

6. Attorney Walleck noted that we have received the signed and recorded deed for the City property that we are potentially going to use for the community solar project. Chairman Wurtz suggested that we invite the MMU customer that is interested in partnering with us on this project to one of our meetings when we begin these discussions.
7. Manager Stoll intends to take two older vehicles to the DOT auction in May.
8. Chairman Wurtz asked about the MMU policy regarding personal use of MMU vehicle by the Manager. It was noted that the handbook allows personal use by the General Manager as an employee benefit. Any personal use is a taxable benefit for the General Manager. MMU has adequate insurance on the vehicle.
9. The recent customer water line leak on 14th Street was discussed.

The Board of Trustees adjourned the meeting. The next regular meeting of the Milford Municipal Utilities Board of Trustees will be June 11, 2018.

Keith Wurtz, Chairman

Paula Nordblad, Secretary