Board Meeting September 10, 2018

The Milford Municipal Utilities Board of Trustees met in regular session on Monday, September 10, 2018 at 6:15 P.M. in the Board Room. In attendance were Board Members Keith Wurtz, Mike Anderson, Wanda Nelson, Sue Prunty, and Kevin Wharton; Manager Eric Stoll; Secretary Paula Nordblad; Utility Attorney Abby Walleck; Guests David Coleman, Wes Brown from Bolton & Menk and Contractor Cory Juergens.

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 Benefits	375.60
Alden Pool and Municipal Supply Co	Plant Equip Maint	120.00
Arnold Motor Supply	Truck, tools	134.90
Aspire	Employee Funded Benefit	290.00
Aspire	Employee Funded Benefit	290.00
AUSTIN BUCHER	CREDIT REFUNDS	69.34
Base	Employee Benefits	30.00
Base	Employee Funded Benefit	153.02
Beck Engineering	Design services	8,125.00
Bolton & Menk, Inc.	Construction Services	3,005.00
Bomgaars	Supplies, Uniform	246.03
Border States Electric Supply	Inventory	566.68
Brown Supply Co.	Inventory	445.68
Card Service Center	Plant Equip Maint, Supplies	224.87
CC Screen Printing	PPE	44.44
Centurylink Communications, LLC	Phone	387.00
City of Milford	Building Exp, CC Fee, S/SS/G	38,023.83
COLE MILVRATH	CREDIT REFUNDS	29.82
Collection Services Center	Employee Withholding	184.61
Collection Services Center	Employee Withholding	184.61
Core & Main LP	Raw Distribution	238.28
Cory Juergens Construction	Pay Estimate #2	93,179.32
Cory Juergens Construction	Pay Estimate #1	43,614.98
Department of Energy	WAPA	27,092.19
Dickinson County News	Publishing	141.36
Dickinson County Treasurer	Property Tax	2,343.50
Ethan Rader	Travel-Apprenticeship	261.81
G & L Clothing Commercial	PPE	662.75
Hach Company	Lab	777.99
Hawkins, Inc.	Chemicals	1,172.80
Hawkins, Inc.	Chemicals	3,339.61
Huse Construction	Additional cost on Ranger Shed	434.80
Huse Construction	Ranger Shed Siding and Roof	10,784.00
Ia Assoc of Muni Utilities	Underground Workshop-Jack	410.00
Internal Revenue Service	FICA 081718	4,962.27
Internal Revenue Service	FICA 083118	5,081.51
Iowa Department of Revenue	Withholding	1,893.00
Iowa Department of Revenue	WET Tax	4,878.00
Iowa Department of Revenue	Sales Tax	8,846.00
Iowa Department of Revenue	State Withholding	2,972.00
Iowa One Call	Locates	66.60
Iowa Utilities Board	Remainder Assess, Recon	984.00
IPERS	Employee Benefit	9,233.54

James Mammen	Grade 1 Testing-James	80.00
Ken Borth Auto Plaza Inc.	Truck	124.12
Maahs & Walleck	Legal	740.00
Marco, Inc.	Annual Maint	441.47
MaxYield Cooperative	Truck	1,250.99
MidAmerican Energy	Neal #4	21,000.00
Mitchell J. Burgin	Mowing	520.00
MMU	Utilities	4,313.92
MMU - Investment Fund	Transfer	28,379.45
MMU - Investment Fund	Transfer	20,109.00
MMU-Medical Insurance Account	Transfer	495.24
MYRON SARGISSON	CREDIT REFUNDS	15.24
National Benefit Services, LLC	Employee Benefits	18.00
NIMECA	Employee Benefits	198.59
NIMECA	Property tax	418.50
NIMECA	Power	67,352.06
Onsite Service Solutions LLC	Plant Equip Maint	860.00
Paula Nordblad	Retirement Party	37.48
Pitney Bowes	Lease	152.34
Plymouth County Treasurer	Property Tax	63.50
Power Line Supply	Safety	82.45
Principal Life	Employee Benefits	385.73
Professional Computer Systems	Hosting	712.00
Reliance Standard Life Insurance Company	Employee Benefits	178.70
Rody And Laurian Pederson	Generation payment	14.89
Roger's Auto & Tire	Truck	544.38
Spencer Municipal Hospital	DOT testing	113.25
State Hygienic Laboratory	Lab	97.50
Storey Kenworthy	Supplies	235.46
Stuart C. Irby Co.	Safety	62.87
Stuart C. Irby Co.	Safety	34.40
Sunshine Foods	Supplies	46.90
TNEMEC Company, Inc.	Plant Equip Maint	462.88
True Value - Milford	Supplies	420.66
United Community Bank	Loan Payment	61,935.28
UnityPoint Clinic-Occupational Medicine	DOT	84.00
Utility Equipment Company	Inventory	1,270.23
Utility Equipment Company	Inventory	1,167.39
Verizon Wireless	Phone	141.59
Webster County Treasurer	Property Tax	575.00
Wedeking Pit & Plant, Inc.	Distribution and Street Lights	242.41
Wellmark	Employee Benefits	10,644.70
Woodbury County Treasurer	Property Tax	2,056.00

Milford Municipal Utilities Business:

The Engineer and Contractor on the 230th Avenue Water Main Project reviewed the timeline of the project and the rain and pipe supply issues which put the contract behind the deadline of September 1, 2018. Juergens requested a contract extension to September 21, 2018. Anderson/Nelson made a motion to grant the extension. Motion passed unanimously.

Wharton/Prunty made a motion to approve payment of Pay Estimate #2 on the 230th Avenue Water Main Project of $93,179.32. Motion passed unanimously.

Prunty/Nelson made a motion to approve Resolution 08-18, A Resolution of Milford Municipal Utilities Adopting a Policy for Honoring the Public Service of Retiring Employees. Roll call vote was taken. Ayes – Wharton, Prunty, Nelson, Anderson, Wurtz. Nays – none.

Anderson/Nelson made a motion to hold a celebratory event and token of appreciation for a retiring employee on September 20th at the Milford Community Center. Coleman noted that he enjoyed his thirty-nine year tenure at MMU and thanked the Board for the opportunity.

Nelson/Prunty made a motion to approve the purchase of a vacuum excavator from Ditch Witch of Minnesota & Iowa for $60,947.40, subject to a qualified bid for sale through a sealed bid procedure. Motion passed unanimously.

Anderson/Prunty made a motion to approve Resolution 09-18, Depository Resolution. Roll call vote was taken. Ayes – Wharton, Prunty, Nelson, Anderson, Wharton. Nays – none.

Nelson/Prunty made a motion to approve Resolution 10-18, Written Investment Policy. Roll call vote was taken. Ayes – Wharton, Prunty, Nelson, Anderson, Wharton. Nays – none.

Items Discussed in the Manager's Report:

1. We have a draft interconnection agreement for the former Boji Bay area, but are waiting to hear from the Owner's engineer regarding project specifications before that can be completed.
2. The siding and roof on the ranger shed is completed.
3. Manager Stoll will be looking at the options to fix sagging retaining walls at the pumphouse.
4. We have four customers with water leaks and are working with them to get them repaired.
5. Manager Stoll and Newcomer will be attending water school in Okoboji Tuesday and Wednesday this week.
6. Fieldwork for the audit was done last week and we should have the report in the near future.
7. Attorney Walleck updated the Board on recent legislative changes, most of which have little impact on the Utilities. The legislature have expanded some financial assistance to include water treatment facilities starting in 2020.
8. Manager Stoll noted that we have a commercial customer who sold the business and did not pay the final bills. He suggested some new office procedures to ensure that a final bill for a commercial customer gets paid prior to giving service to a new owner. We will be turning the account over to a collection agency.

The Board of Trustees adjourned. The next regular meeting of the Milford Municipal Board of Trustees will be October 8, 2018.

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Keith Wurtz, Chairman

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Paula Nordblad, Secretary