

Board Meeting September 9, 2019

The Milford Municipal Utilities Board of Trustees met in regular session on Monday, September 9, 2019 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; staff members, Linda Ruble, Michael Norgaard, Wade Newcomer and Logan Davids, and Utility Attorney Abby Walleck. Guest present was Roger Froendt.

Chairman Wurtz called the meeting to order.

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

Arnold Motor Supply	supplies	919.66
Aspire	employee benefit	60.00
Automatic Systems Co.	subcontractor	3,195.34
Base	cafeteria monthly	30.00
Bolton & Menk, Inc.	Engineering	603.50
Bomgaars	supplies/clothing	469.59
Border States Electric Supply	supplies	1,042.03
Campus Cleaners	office rugs	418.80
Centurylink Communications, LLC	phone	435.53
Cintas Corporation	safety	51.78
City of Milford	city sewer, storm sewer, cc fee	36,798.71
Coffman's Locksmith Shop	re-key plants	868.25
Compliance Services, Inc.	Stack Testing	6,775.00
Crescent Electric Supply Company	Distribution	183.24
Dairyland Power Cooperative	Postage	1,245.50
Dakota Alsbury	credit refund	233.99
Devynne Reis	credit refund	34.02
Dickinson County Treasurer	property taxes	2,712.50
Ditch Witch of Minnesota and Iowa	Locator	6,067.36
Duffy Developments	credit refund	63.07
Employment Connections, Inc.	temporary help	820.80
Ethan Rader	travel	54.93
H & D Underground, Inc.	boring	1,700.00
Hach Company	Chemicals	1,406.57
Hawkins, Inc.	chemicals	4,566.31
Hawkins, Inc.	Chemicals	5,937.55
Hawkins, Inc.	Chemicals	375.85
Iowa One Call	locates	95.40
Jamie Adams	credit refund	33.67
Jaycox Implement, Inc.	Trencher part	536.20
KDW Advisors, LLC	consulting	1,334.00
Lakes News Shopper	publishing	39.60
Loren Wilson	credit refund	19.78
Maahs & Walleck	Legal	3,630.00
Marco, Inc.	copier contract	356.93
MaxYield Cooperative	Fuel	10,456.42
Milford Electric, Inc.	relay switch	30.03
Minnesota Municipal Utilities Association	publishing	45.00
Mitchell J. Burgin	mowing	270.00

National Benefit Services, LLC	employee benefit	15.00
Pitney Bowes	postage	352.34
Professional Computer Solutions, LLC	Computer	925.00
R & D Industries, Inc.	computer	805.14
Rick Vos	credit refund	111.18
Rody And Laurian Pederson	purchased power	21.96
Sensus USA Inc.	handheld support	1,949.94
Shawn Baird	credit refund	86.30
State Hygienic Laboratory	Lab Testing	58.50
Storey Kenworthy	office supplies	435.64
Stuart C. Irby Co.	safety	1,280.61
Sunshine Foods	supplies	29.71
Top Notch Graphix	decals	160.50
True Value - Milford	supplies	219.57
Utility Equipment Company	inventory	2,179.38
Webster County Treasurer	property taxes	653.00
WILLIAMS & COMPANY PC	consulting	9,850.00
Woodbury County Treasurer	property taxes	2,391.50
Ziegler, Inc.	CAT parts	6106.84
United Community Bank	loan payment	48,383.11
Verizon Wireless	phone	91.48
Wellmark	employee benefit	8,051.12
MMU	utilities	3,353.76
Aspire	employee benefit	120.00
Aspire	employee benefit	120.00
Base	cafeteria	424.23
Collection Services Center	employee withholding	184.61
Collection Services Center	employee withholding	184.61
Department of Energy	WAPA	27,092.19
Internal Revenue Service	FICA 081619	4,386.29
Internal Revenue Service	FICA083019	4,471.83
IPERS	Benefits	7,301.72
Jaycox Implement, Inc.	boring unit	1,499.00
MidAmerican Energy	Neal 4	22,000.00
MMU - Investment Fund	transfer	20,068.00
MMU - Investment Fund	eusc transfer	29,555.44
MMU-Medical Insurance Account	Cafeteria	305.76
NIMECA	July power bill	77,314.85
NIMECA	disability insurance	131.83
NIMECA	property taxes	484.50
NIMECA	NERC fee	284.99
Principal Life	employee benefit	319.13
Reliance Standard Life Insurance Company	employee benefit	59.30

No financial statements were presented due to the on-going work on the financials by Williams & Co.

Staff Reports

Water plant employee, Michael Norgaard, presented a modified approach on water system and what items are in good repair and what items are in poorer condition for evaluation of pump house and plant

upgrades. HRG will be here on September 18th to evaluate the plant and put together a plan. The floor cleaning at the plant is complete and looks great. During the cleaning, water traveled down some conduit to an electric panel and caused a short. The incident was a fluke but reported to the DNR. No violation resulted. Water leaks at Kuchel Trails and 16th street have now been fixed. Water loss report shows 11.68% loss. This number would be 6.5% if it did not include back wash. He would like to keep track of the losses using both methods moving forward. He has discussed with DNR that a third on-call person can be someone who is competent and trained with our staff to run plant for their call weekend with a minimum Grade 1 license.

Electric employee, Logan Davids, presented new generator options and believes that a study should be completed prior to making a decision. DGR would like to come to October meeting and discuss options on studies. A plan for the electrical side should be discussed prior to making a final decision for the new generator. Generators have run three times since last meeting for about 6-7 hours each time for SPP/NIMECA. The new locator arrived a few weeks ago and is working really well. Ethan's apprenticeship paperwork will need to be signed by the individual Board members.

Office employee, Linda Ruble, presented that the new computers are installed. There is still one computer that will need to be updated prior to the end of the year.

Milford Municipal Utilities Business

Roger Froendt presented concerns regarding concerns on water service leak and repair at his mother's house on Westview Drive. Roger is seeking reimbursement of \$800.00 for costs of additional digging and damage to the neighbor's yard during the repairs. Nelson/Prunty made a motion to deny request. Motion passed unanimously.

Troy DeJoode from Iowa Association of Municipal Utilities was unable to be here for the meeting so the matter was tabled.

Chairman Wurtz and Logan Davids presented information on candidates for the open lineman position. Discussion was made regarding each candidate. Chairman Wurtz was directed to make an offer to the selected candidate based on the recommended wage package.

Linda Ruble presented on MMU's participation as a sponsor for the City of Milford Holiday Fantasy Lighting Contest. Prunty/Wharton made a motion to approve \$100 Milford Bucks and a donation of LED light bulbs for any Milford residence participating in the contest.

Chairman Wurtz requested that information about homeowners' insurance for water leak issues be resent to customers. Board agreed that a mailing to customers should be done prior to winter.

Bids for the pump house repairs were tabled. Staff was asked to request more details on the plans.

Items discussed in the Attorney's Report:

1. This meeting is the last for Board Member, Wanda Nelson, due to her moving out of Milford. Wanda was thanked for her service to the Board.
2. The Notice of violation for the March 31, 2019 SCADA failure has been approved by the DNR and will be posted and mailed to customers.
3. The City staff has asked that we review our hours of billing for street lights that was changed in the last year and consider restoring it to the prior rate. The Board will address the same at a future meeting.

4. We have received a letter from one of the pump house properties asking for reconsideration to the access issue. The City of West Okoboji needs to be contacted regarding options for fencing around the property. Attorney Walleck will work with the DNR over the next few months about buoys, etc. in the water to protect the property.
5. The Board needs to appoint a replacement for a voting member for NIMECA at the next meeting.
6. Pay for staff attendance at Board meetings was discussed.

The Board of Trustees adjourned the meeting. The next regular meeting of the Milford Municipal Utilities Board of Trustees will be October 7th, 2019.

Keith Wurtz, Chairman

Wanda Nelson, Vice-Chairman