

Board Meeting February 14, 2022

The Milford Municipal Utilities Board of Trustees met in regular session on Monday, February 14, 2022 at 6:15 P.M. in the Community Center West Room. In attendance were Board Members Mike Anderson, LeeAnn Reetz, Kae Hoppe, and Ken Behrens; General Manager Brad Willemssen; Utility Employee Lindsay Radunz. Guest present: Arvin Druvenga, Winther Stave & Co. Board Member Kevin Wharton was absent.

Chairman Anderson called the meeting to order.

Chairman Anderson announced that this was the time and place for the public hearing regarding Resolution 2022-02-01. A Resolution Adopting New Electric Utility Rates Applicable to Customers of Milford Municipal Utilities. Willemssen noted that there were no written or oral comments received in the office. Chairman Anderson closed the public hearing.

Reetz/Behrens made a motion to approve the agenda, minutes, financial statements, and bills. Motion passed unanimously. The following bills were presented for payment:

Ahlers & Cooney, P.C.	Legal	493.00
Arnold Motor Supply	Supplies	136.20
Base	Cafeteria Monthly	60.00
BEVERLY BEER	CREDIT REFUNDS - 56811	74.52
Black Hills Energy	Gas Service	407.64
Bolton & Menk, Inc.	Engineering	1,640.00
Bomgaars	Small Tools	842.96
BRIENNA NAAB	CREDIT REFUNDS - 57376	75.00
Card Service Center	Website Domain, Travel, W-2 Filing	1,101.30
City Laundering Co.	Rugs	84.45
City of Milford	City Sewer, Storm Sewer, CC Fee	39,008.89
Core & Main LP	Distribution	1,060.00
DAYANA NAVEJA	CREDIT REFUNDS - 54460	11.56
DGR and Associates Company	Engineering	4,161.04
Dickinson County News	Publishing	148.21
Hach Company	Lab Testing	234.08
Hawkins, Inc.	Chemicals	5,639.09
Ia Assoc of Muni Utilities	Safety Training & Annual Member Dues	7,862.39
Iowa One Call	Locates	29.70
Iowa Utilities Board	Direct Assessment Charges	1,470.56
JONATHAN COLLINS	CREDIT REFUNDS - 50706	136.39
Marco, Inc.	Copier Contract	149.14
National Benefit Services, LLC	Employee Benefits	21.00
NEW Cooperative, Inc.	Fuel	972.50
Okoboji Plumbing & Heating, Inc.	Repair	2,895.22
Power Line Supply	PPE Uniforms & Small Tools	628.12
Professional Computer Solutions, LLC	Computer Hosting Fees	978.00
R & D Industries, Inc.	Computer Contract & Support	1,054.88
R & D Industries, Inc.	New Building Network & Office Access Point	3,015.37
Rice Trailer Company	Downpayment Reel Trailer	8,375.00
Rick's Pest Control	Pest Control	220.00
Spencer Municipal Hospital	Drug Screen	39.63
State Hygienic Laboratory	Lab Testing	334.00
Storey Kenworthy	Office Supplies	217.18
Stuart C. Irby Co.	Small Tools & Safety	639.18

Tantalus Systems Inc.	Project Management Services	5,000.00
TIM MC CABE	CREDIT REFUNDS - 57907	96.92
Titan Machinery	Oil and Filters	1,299.56
True Value - Milford	Supplies	582.88
UnityPoint Clinic-Occupational Medicine	Drug Screen	42.00
Williams & Company PC	Consulting	3,650.00
Ziegler, Inc.	Engine Repair	1,010.15
Centurylink Communications, LLC	Phone	464.59
Flagshooter, Inc.	Locate Supplies	1,965.64
Reserve Account	Prepaid Postage Account	500.00
Smith Stoneworks	Storage Shed Rent for New Electric Meters	70.00
Aspire	Employee Funded Benefit	755.00
Aspire	Employee Funded Benefit	755.00
Base	FSA Claim	281.04
Collection Services Center	Employee Withholding	184.61
Collection Services Center	Employee Withholding	184.61
Collection Services Center	Employee Withholding	184.61
Department of Energy	WAPA	28,104.87
Fairchild Manufacturing, Inc.	Dump Truck Repair	1,728.48
Internal Revenue Service	Fica, Med, FWH 1.28.22	6,980.98
Internal Revenue Service	Fica, Med, FWH 2.11.22	7,002.98
Iowa Department of Revenue	Monthly Withholding	3,763.00
Iowa Department of Revenue	Monthly Sales Tax	8,098.00
Iowa Department of Revenue	Monthly WET Tax	4,546.00
Iowa Department of Revenue	Quarterly Use Tax	2,386.61
IPERS	IPERS Jan 22	8,624.26
MidAmerican Energy	Neal 4	14,000.00
MMU	Utilities	5,372.54
MMU - Investment Fund	Dec 21 eusc transfer	30,457.90
MMU - Investment Fund	Feb 22 budgeted reserve transfer	32,998.00
MMU-Medical Insurance Account	Jan 22 FSA Transfer	761.70
NIMECA	Power Bill	147,481.40
NIMECA	APX-NAR Transfer Fee	32.82
NIMECA	Employee Benefits	264.29
Principal Life	Employee Benefit	434.58
Reliance Standard Life Insurance Company	Employee Benefit	158.26
United Community Bank	Loan Payment	7,883.11
United Community Bank	Water Meter Loan Payment	7,637.09
Verizon Wireless	Phone	521.87
Wellmark	Employee Benefit	10,875.90

Milford Municipal Utilities Business Meeting

1. Consideration and approval of Resolution 2022-02-01, approving Electric Rate increase.

Behrens/Reetz made a motion to approve Resolution 2022-02-01 approving Electric Rate increase to the Customers of Milford Municipal Utilities, effective beginning on the first day of the billing cycle which begins in April 2022. Roll call vote: Ayes – Anderson, Reetz, Hoppe, Behrens; Nays – none; Absent – Wharton. Motion passed.

2. Consideration and approval of Resolution 2022-02-02, approving Real Estate Contract with Dickinson County.

Hoppe/Behrens made a motion to approve Resolution 2022-02-02 approving Real Estate Contract with Dickinson County. Roll call vote: Ayes – Anderson, Reetz, Hoppe, Behrens; Nays – none; Absent – Wharton. Motion passed.

3. Consideration and approval of Resolution 2022-02-03, adopting an Electric Avoided Cost.

Reetz/Behrens made a motion to approve Resolution 2022-02-03 adopting an Electric Avoided Cost of \$.0209 per kWh. Roll call vote: Ayes – Anderson, Reetz, Hoppe, Behrens; Nays – none; Absent – Wharton. Motion passed.

4. Consideration and approval of Resolution 2022-02-04, approving Maximum Deposit for United Community Bank, Milford, Iowa.

Hoppe/Behrens made a motion to approve Resolution 2022-02-04, approving Maximum Deposit for United Community Bank, Milford, Iowa. Roll call vote: Ayes – Anderson, Reetz, Hoppe, Behrens; Nays – none; Absent – Wharton. Motion passed.

5. Consideration and approval of 2021 Wage Publication

Behrens/Hoppe made a motion to approve the 2021 Wage Publication. Motion passed unanimously.

Milford Municipal Utilities
2021 Gross Wages to be Published

Michael Anderson	1,425.00
Kevin Wharton	1,125.00
Ken Behrens	1,350.00
Kae Hoppe	1,350.00
LeeAnn Reetz	1,275.00
Logan Davids	62,547.14
Lindsay Radunz	58,896.81
Brady Pannhoff	55,398.68
Brad Willemssen	98,537.96
Evan Green	66,995.38
Ethan Rader	34,725.84
William Matthes	25,965.50
Linda Ruble	56,548.01
Wade Newcomer	91,002.76
Michael Norgaard	88,061.57
Dan Schnetzer	7,416.00
Lacey Van Kleek	29,356.97

6. Review and approval of the Audit Report

Arvin Druvenga presented the Audit Report for Fiscal Year Ending June 30, 2021 conducted by Winther, Stave & Co. Hoppe/Behrens made a motion to approve the Audit Report. Motion passed unanimously.

7. Review Proposed Electric and Water Budget for Year Ending June 30, 2023.

Staff presented the proposed budget and fielded questions from the board.

8. Consideration and approval to Set Public hearing Date for the Budget for Year ending June 30, 2023. Proposed date of March 21, 2022, the next regular meeting.

Hoppe/Reetz made a motion to set the date for the Public Hearing for March 21, 2022 at 6:15 P.M., the next regular meeting. Motion passed unanimously.

9. Discussion and possible approval of Long-Term plan.

Reetz/Hoppe made a motion to table the Long-Term plan. The Board would like to review after there has been more discussion and coordination with the City and engineers in order to gather the data necessary for a formal plan. Manager Willemsen will reach out to Mayor Anderson and the City Administrator.

10. Discussion of Employee Evaluations and Consideration and possible approval Wage increase and stipends

The Board reviewed the proposed wage adjustments, current wages, the apprenticeship pay scale and discussed wage comparisons and stipend classifications. The apprenticeship pay scale will remain as was previously approved. Further wage comparisons will be conducted for the Electric and Water Departments. Reetz/Behrens made a motion to approve a 2.24% wage increase retroactive to December 25, 2021 for the Accountant, Billing Clerk, and Assistant Billing Clerk. Motion passed unanimously.

11. General Manager Review, possible closed session pursuant to Iowa Code Section 21.05(1)(i)

Manager Willemsen was evaluated by the Board of Trustees. No action was taken.

12. Discussion and possible approval to proceed with contacting the specified legal counsel list and send invitation for further discussion.

The Personnel Committee presented the possible candidates for legal counsel. They will contact the approved firms and ask for an estimation of billing rates.

Items discussed in the Manager's Report:

1. Manager Willemsen informed the Board of a potential server company interested in purchasing power. Willemsen will update the Board on the status as it progresses.
2. Manger Willemsen will contact Ahlers & Cooney to update the Electric and Water Service rules and to update the Disconnect policy.

The Board of Trustees adjourned the meeting at 9:30 p.m. The next regular meeting of the Milford Municipal Utilities Board of Trustees will be March 21, 2022.

Mike Anderson, Chairman

LeeAnn Reetz, Board Secretary