

Board Meeting March 21, 2022

The Milford Municipal Utilities Board of Trustees met in regular session on Monday, March 21, 2022 at 6:15 P.M. in the Community Center Board Room. In attendance were Board Members Mike Anderson, LeeAnn Reetz, Kae Hoppe, Kevin Wharton, and Ken Behrens; General Manager Brad Willemsen; Utility Employees Lindsay Radunz, Bill Matthes, Wade Newcomer, Mike Norgaard, Ethan Rader, Evan Green, Linda Ruble, and Lacey VanKleek; Mayor Steve Anderson.

Chairman Anderson called the meeting to order.

Chairman Anderson announced that this was the time and place for the public hearing regarding Resolution 2022-03-01. A Resolution for Authorization of Electric and Water Budget for Year ending June 30, 2023. Willemsen 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 close the public hearing. Motion passed unanimously.

Wharton/Behrens made a motion to approve the agenda, minutes, financial statements, and bills. Motion passed 4-1. The following bills were presented for payment:

ABBY SAMUELSON	CREDIT REFUNDS - 53545	10.24
Ahlers & Cooney, P.C.	Legal	240.33
Arnold Motor Supply	Supplies	622.85
Base	Cafeteria Monthly	30.00
Bolton & Menk, Inc.	Engineering	5,420.70
Bomgaars	Supplies	952.62
Border States Electric Supply	Safety Tools & Distribution	760.30
Card Service Center	Supplies	255.39
CC Screen Printing	Uniform Embroidery	199.50
City Laundering Co.	Rugs	84.45
City of Milford	City Sewer, Storm Sewer, CC Fee	43,212.02
Core & Main LP	Distribution	346.75
Cornell Abstract Company	Abstract Post Closing	275.00
Crescent Electric Supply Company	Repairs	723.72
Dairyland Power Cooperative	Statement Printing	2,652.62
Dakota Riggers & Tool Supply, Inc.	Tools	402.71
DGR and Associates Company	Engineering	20,414.76
Dickinson County News	Publishing	311.87
Dickinson County Treasurer	Property Tax	1,772.00
Ditch Witch of Minnesota and Iowa	Repair	270.86
GARY PLACE	CREDIT REFUNDS - 58304	62.40
H & N Chevy Buick	Service	97.41
Hawkins, Inc.	Chemicals	2,289.15
Ia Assoc of Muni Utilities	Apprenticeship Program	2,400.00
IGL Sanitary District	Semi Annual Sewer	8,474.15
Integrity Data Solutions, Inc.	Barcode Scanners	318.81
Menards	Supplies	259.42
Milford Electric, Inc.	Supplies	18.66
Municipal Supply, Inc.	Inventory	1,112.51
National Benefit Services, LLC	Employee Benefits	21.00
NEW Cooperative, Inc.	Fuel	900.42
Office of Auditor of State	Audit Filing Fee	425.00
Pitney Bowes	Postage Meter Lease	142.53

Plumb Supply	Supplies	45.39
Plymouth County Treasurer	Property Tax	45.00
Power Line Supply	PPE FR Uniform	1,452.63
Professional Computer Solutions, LLC	Computer Hosting Fees	978.00
R & D Industries, Inc.	Computer Contract & Support	1,399.88
Rice Repair	Repair	45.00
Rick's Pest Control	Pest Control	440.00
Sibley Sheet Metal, Inc.	Mini-Split Heat Pump System	2,987.00
Spencer Municipal Hospital	DOT	120.00
Spencer Municipal Utilities	Distribution	340.00
State Hygienic Laboratory	Lab Testing	74.00
Stuart C. Irby Co.	Inventory	530.50
Sunshine Foods	Supplies	129.97
Tantalus Systems Inc.	Repeater for Meter Reading	320.72
Top Notch Graphix	Truck Decal	107.00
True Value - Milford	Supplies	332.58
Waste Management	Dumpster Rent	336.06
Webster County Treasurer	Property Tax	420.00
Williams & Company PC	Consulting	350.00
Winther, Stave & Co., LLP	Audit Fees	6,100.00
Woodbury County Treasurer	Property Tax	1,528.00
Ziegler, Inc.	Cable Rental	9,501.60
Centurylink Communications, LLC	Phone	462.61
Don Pierson Ford-Lincoln, Inc.	2022 F-150 Truck	34,156.00
Iowa Depart of Transp	Use Tax on Vehicle Purchased	1,707.80
Aflac	Employee funded benefit-AFLAC	388.38
Aflac	Employee Funded Benefit Feb 22	388.38
Ahlers & Cooney, P.C.	County Property Purchase	215,292.00
Aspire	Employee Funded Benefit	755.00
Aspire	Employee Funded Benefit	755.00
Base	FSA Claim	242.35
Base	FSA Claim	195.53
Black Hills Energy	Gas Service	415.03
Collection Services Center	Employee Withholding	184.61
Collection Services Center	Employee Withholding	184.61
Department of Energy	WAPA	27,533.26
Internal Revenue Service	FICA, Med, FWH 2.25.22	6,929.89
Internal Revenue Service	Fica, Med, FWH 3.11.22	8,505.08
Iowa Department of Revenue	Monthly Withholding	2,400.00
Iowa Department of Revenue	Monthly Sales Tax	9,734.21
Iowa Department of Revenue	Monthly WET Tax	5,450.89
Iowa Department of Revenue	Monthly Withholding	2,440.00
Iowa Department of Revenue	Monthly Sales Tax	8,636.07
Iowa Department of Revenue	Monthly WET Tax	4,923.00
IPERS	Feb 22 IPERS	8,703.99
MidAmerican Energy	Neal 4	15,000.00
MMU	Utilities	5,314.15
MMU - Investment Fund	Jan 22 eusc transfer	37,219.53
MMU - Investment Fund	Mar 22 budgeted reserve transfer	32,998.00
MMU-Medical Insurance Account	FSA Feb 22 transfer	761.70
NIMECA	Power Bill	205,138.51
NIMECA	APX-NAR Transfer Fee	8.39
NIMECA	Annual APPA Dues	2,168.20
NIMECA	Employee Benefits	264.29

NIMECA	FERC Atty Fee, Prop Ins Substation, NAR	102.07
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
Verizon Wireless	Phone Data - 3 Collector Boxes	150.42
Verizon Wireless	Phone Data - 3 Collector Boxes	75.22
Verizon Wireless	Phone-collector boxes	45.06
Verizon Wireless	Phone-collector boxes	45.06
Wellmark	Employee Benefit	10,875.90

Milford Municipal Utilities Business Meeting

1. Consideration and approval of Resolution 2022-03-01, approving Annual Budget for the Fiscal Year ending June 30,2023.

Behrens/Wharton made a motion to approve Resolution 2022-03-01 for Authorization of Electric and Water Budget for Year ending June 30, 2023. Roll call vote: Ayes – Anderson, Reetz, Wharton, Hoppe, Behrens; Nays – none. Motion passed unanimously.

2. Consideration and approval of sale of Renewable Energy Credits (REC)

MMU has Renewable Energy Credits (REC) through the Willow Creek Wind Farm within NIMECA. An option was presented that the RECs can be sold for \$3.90/REC. This process would occur once a year. Manager Willemsen stated that this is a good price. Otherwise, if MMU held on to the RECs, they could be sold locally. Behrens/Reetz made a motion to approve the sale of Renewable Energy Credits (REC). Motion passed in favor, 2 abstained.

3. Discussion of transmission options.

Manager Willemsen discussed the possible options on transmission lines. MMU currently has ownership in a transmission line that could be sold and provide savings on yearly leasing fees. MMU would then use a different transmission line through our affiliations with SPP. NIMECA is asking whether or not to proceed with negotiations. The consensus of the Board was in agreement with the Manager's decision to proceed with the project negotiations.

4. Consideration and approval of 75 KVA 3 phase transformer.

Two quotes were received to get a transformer back into inventory stock, as the current one is being used for the 13th street project. The lead times are 60 and 80 weeks out. Reetz/Behrens made a motion to approve the purchase from RESCO for \$10,454.97. Motion passed unanimously.

5. Consideration and approval of Water Plant high service pump repair estimate.

Two quotes were received to repair or replace the high service pump. Behrens/Wharton made a motion to approve the estimate with Goodland Pump & Supply to repair the Water Plant high service pump not to exceed \$20,000.00. Motion passed unanimously.

6. Consideration and approval of Bolton & Menk Task Order FY22-2 – 13th Street Reconstruction Plan and Review.

Hoppe/Wharton made a motion to approve the Bolton & Menk Task Order FY22-2-13th Street Reconstruction Plan and Review for \$14,000.00. Motion passed unanimously.

7. Consideration and approval of hiring a part-time employee.

Reetz/Hoppe made a motion to table discussion of hiring a part-time employee until an attorney is on staff. Motion passed unanimously.

8. Discussion of Employee wage comparison and Consideration and possible approval Wage increase.

Manager Willemsen submitted a wage comparison for Board consideration. Reetz/Hoppe made a motion to table wage discussion until an attorney is on staff. Motion passed 3-2.

9. Discussion and possible approval of Board Attorney Firm.

Firms that presented interest were discussed. Chairman Anderson will send a letter to the selected firm. Wharton/Behrens made a motion to hire DeKoter, Thole, Dawson & Rockman, PLC as Milford Municipal Utilities legal counsel. Motion passed unanimously.

Items discussed in the Manager's Report:

1. Brady Pannhoff resigned from the apprentice lineman position effective March 4, 2022. An exit interview was completed.
2. Bolton & Menk submitted an estimate to do a Water System Model. Willemsen will include this in the FY24 Budget.
3. Bolton & Menk Communications Services team was recently in Milford filming at various locations throughout the community for upcoming projects.
4. Manager Willemsen will work with the City office for scheduling a joint meeting for the A-34 project. It was encouraged that Manager Willemsen proceed with monthly or bi-weekly meetings with City staff members to align on upcoming projects and keep planning and communication in progress.

The Board of Trustees adjourned the meeting at 7:25 p.m. The next regular meeting of the Milford Municipal Utilities Board of Trustees will be April 18, 2022.

Mike Anderson, Chairman

LeeAnn Reetz, Board Secretary