

Board Meeting September 19, 2022

The Milford Municipal Utilities Board of Trustees met in regular session on Monday, September 19, 2022 at 6:15 P.M. in the Community Center Board Room. In attendance were Board Members Mike Anderson, Ken Behrens, Kevin Wharton, LeeAnn Reetz by phone and Kae Hoppe by phone; General Manager Brad Willemsen; Utility Employee Lindsay Radunz. Others present: Bolton & Menk Josh Pope; Piper Sandler Tim Oswald; Steve Feld and Todd Johnson from United Community Bank.

Chairman Anderson called the meeting to order.

Wharton/Behrens made a motion to approve the agenda, minutes of the August 15th, 22nd, and 29th meetings, financial statements, and bills. Motion passed unanimously. The following bills were presented for payment:

Alger Companies	Insall Electric Jack on Trailer	1,340.66
American Water Works Asso	AWWA Annual Membership Dues	406.00
ANTHONY HOLEY	CREDIT REFUNDS - 57154	147.92
Arnold Motor Supply	Supplies	160.23
Base	Cafeteria Monthly	30.00
Bolton & Menk, Inc.	Engineering	40,009.00
Bomgaars	Supplies	141.06
Border States Electric Supply	Small Tools & Distribution	120.72
Card Service Center	Office Supplies, IPAD Expense, Wtr Conference	2,895.80
City Laundering Co.	Rugs	109.15
City of Milford	City Sewer, Storm Sewer, CC Fee	51,297.92
COLTON WILINSKI	CREDIT REFUNDS - 57665	77.73
Cooperative Energy Company	Fuel	518.02
Cooperative Response Center, Inc.	On Call Phone Service	521.00
Crescent Electric Supply Company	Distribution	617.83
DeKoter, Thole, Dawson, Rockman & Krikke, P.L.C.	Legal - Jul & Aug	3,964.50
DGR and Associates Company	Engineering	30,084.00
Dickinson County News	Publishing	150.12
Evan Green	Travel Reimbursement	99.42
Hach Company	2 Turbidity Meters	13,463.74
Hawkins, Inc.	Plant Maintenance - Pump & Chemicals	7,225.53
Iowa One Call	Locates	133.20
JC Custom Welding & Electric, Inc.	Bus Duct Replacement	89,494.68
L & S Electric, Inc.	Engine Maintenance	9,020.10
Lakes Lawn LLC	Weed Control	856.00
Lakes News Shopper	Advertising	69.00
Menards	Supplies	167.92
Mitchell J. Burgin	Mowing	675.00
National Benefit Services, LLC	Employee Benefits	15.00
NEW Cooperative, Inc.	Fuel	745.61
Onsite Service Solutions LLC	Annual Analyzer Maintenance	2,345.00
Pitney Bowes	Postage Meter Lease	142.53
Power Line Supply	PPE FR Uniform	541.02
Professional Computer Solutions, LLC	Computer Programming & Hosting Fees	1,181.75
R & D Industries, Inc.	Computer Contract, Support, Ipad Setup	2,721.88
Rody And Laurian Pederson	Purchased Power	8.51

Simmering-Cory & Iowa Codification	Citywide LMI Survey	5,300.00
Spencer Municipal Utilities	Equipment Use	135.00
State Hygienic Laboratory	Lab Testing	74.00
Storey Kenworthy	Office Supplies	945.76
T L C Embroidery	Uniforms	153.40
Tantalus Systems Inc.	Software Annual Maintenance & TSA Premium	9,089.17
Tiger Pride Lawn Care	Pest Control	220.00
True Value - Milford	Supplies	307.57
United States Geological Survey	Lakeside Lab Support - Gage Maint	1,310.00
UnityPoint Clinic-Occupational Medicine	Drug Screen	42.00
Westrum Leak Detections, Inc.	2022 Leak Detection Survey	1,800.00
Ziegler, Inc.	Engine Maintenance & Cable Rental	14,598.95
Centurylink Communications, LLC	Phone	399.78
IGL Sanitary District	Semi Annual Sewer	4,132.93
Aflac	Employee Funded Benefit-AFLAC	357.44
Aspire	Employee Funded Benefit	470.00
Aspire	Employee Funded Benefit	470.00
Base	FSA Claim	207.78
Black Hills Energy	Gas Service	37.73
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, Med, FWH 8.26.22	6,416.04
Internal Revenue Service	Fica, Med, FWH 9.9.22	6,537.61
Iowa Department of Revenue	Monthly Sales & Use Tax	8,913.67
Iowa Department of Revenue	Monthly WET Tax	8,222.89
Iowa Department of Revenue	Monthly Withholding	2,327.00
IPERS	August 22 IPERS	8,256.31
MidAmerican Energy	Neal 4	49,000.00
MMU	Utilities	4,830.55
MMU - Investment Fund	July 2022 eusc transfer	39,749.89
MMU - Investment Fund	Sept 22 Budgeted Reserve Transfer	28,871.00
MMU-Medical Insurance Account	August 22 FSA Transfer	761.70
NIMECA	Power Bill	15,061.56
NIMECA	APX-NAR Transfer Fee	10.02
NIMECA	Employee Benefits	246.82
Principal Life	Employee Benefit	406.83
Reliance Standard Life Insurance Company	Employee Benefit	171.96
United Community Bank	Loan Payment	7,883.11
United Community Bank	Water Meter Loan Payment	7,637.09
Verizon Wireless	Phone Date - 3 Collector Boxes	75.26
Verizon Wireless	Phone-collector boxes	45.06
Verizon Wireless	Phone	472.94
Wellmark	Employee Benefit	10,438.06

Public Hearing on Water Rates: Chairman Anderson opened the public hearing on water rates at 6:20 p.m. No comments were made during the public hearing. Oral and written comments were received at the office prior to the hearing. Chairman Anderson closed the public hearing on water rates at 6:22 p.m.

Public Hearing on Plans, Specifications, Form of Contract and Estimate of Costs for Furnishing and Electric Power Transformer: Chairman Anderson opened the public hearing at 6:22 p.m. No comments were made during the public hearing and no comments were provided to the office prior to the hearing. Chairman Anderson closed the public hearing at 6:24 p.m.

Milford Municipal Utilities Business

1. Consideration and possible approval of Resolution 2022-09-01 Water Rates.

Behrens/Wharton made a motion to approve Resolution 2022-09-01 Water Rates. Roll call vote: Ayes – Anderson, Reetz, Hoppe, Wharton, Behrens. Nays – None. Motion passed unanimously.

2. Consideration and possible approval of Resolution 2022-09-02 Award of a Contract for Furnishing an Electric Power Transformer.

Behrens/Wharton made a motion to approve Resolution 2022-09-02 Award of a Contract for Furnishing an Electric Power Transformer. Roll call vote: Ayes – Anderson, Reetz, Hoppe, Wharton, Behrens. Nays – None. Motion passed unanimously.

3. Consideration and possible approval of Bond Counsel Engagement Agreement for Electric Bond.

Wharton/Behrens made a motion to approve the Bond Counsel Engagement Agreement for Electric Bond with Ahlers Cooney. Motion passed unanimously.

4. Consideration and possible approval of Resolution 2022-09-03 Fixing Date for a Meeting on the Proposition to Authorize a Loan Agreement and the issuance of Notes to Evidence the Obligations of the City Thereunder – Electric Revenue Capital Loan Note.

Hoppe/Wharton made a motion to approve Resolution 2022-09-03 Fixing Date for a Meeting on the Proposition to Authorize a Loan Agreement Not to Exceed \$6,000,000 for the Electric Revenue Capital Loan Notes for the next regular meeting on October 17 at 6:15 p.m. Roll call vote: Ayes – Anderson, Reetz, Hoppe, Wharton, Behrens. Nays – None. Motion passed unanimously.

5. Consideration and possible approval of Underwriter/Placement Agent.

Hoppe/Behrens made a motion to table the Underwriter/Placement Agent Agreement for the Electric Bond. Motion passed unanimously.

6. Consideration and possible approval of Resolution 2022-09-04 Fixing Date for a Meeting on the Proposition to Authorize a Loan and Disbursement Agreement and the Issuance of Notes to Evidence the Obligations of the City Thereunder – Water Revenue Capital Loan Note.

Behrens/Wharton made a motion to approve Resolution 2022-09-04 Fixing Date for a Meeting on the Proposition to Authorize a Loan Agreement Not to Exceed \$2,000,000 for the Water Revenue Capital Loan Notes for the next regular meeting on October 17 at 6:15 p.m. Roll call vote: Ayes – Anderson, Reetz, Hoppe, Wharton, Behrens. Nays – None. Motion passed unanimously.

7. Consideration and possible approval of Resolution 2022-09-05-To Sign and Submit WAPA Contract package.

Wharton/Behrens made a motion to approve Resolution 2022-09-05-To Sign and Submit WAPA Contract package. Roll call vote: Ayes – Anderson, Reetz, Hoppe, Wharton, Behrens. Nays – None. Motion passed unanimously.

8. Consideration and possible approval of Kwik Star easements.

Behrens/Wharton made a motion to grant authority to the General Manager to enter into the easements with R&M Zylstra Farms, LLC and Kwik Trip, Inc. as negotiated by the General Manager and MMU's attorney. Motion passed 4-1.

9. Consideration and possible approval of the Iowa Water Supply Construction Permit Application.

Wharton/Behrens made a motion to approve the Iowa Water Supply Construction Permit Application pertaining to Kwik Star as negotiated by the General Manager and MMU's attorney. Motion passed 4-1.

10. Consideration and possible approval of Water Quality Commission grant.

Wharton/Hoppe made a motion to approve the application of Water Quality Commission grant. Motion passed unanimously.

11. Consideration and possible approval of wire quote.

Behrens/Reetz made a motion to approve the wire quote with RESCO for \$14,241.25. Motion passed unanimously.

12. Consideration and possible approval of concrete pad quote

Wharton/Behrens made a motion to reject the concrete pad quote. Motion passed unanimously.

13. Consideration and possible approval of Task Order #5 Water Treatment Facility Improvements

Behrens/Wharton made a motion to approve Bolton & Menk Task Order #5 Water Treatment Facility Improvements. Phase 2 of the agreement includes final design and bidding services. Motion passed unanimously.

Items discussed in the Manager's Report:

1. Employee Evaluations will be done in October. Willemsen will meet with the Personnel Committee following the evaluations.
2. Willemsen asked for the Board's opinion on how to perform a comparison of Ductile Iron Pipe compared to C900. The consensus of the Board is to follow MMU's Water Service Guidelines. No additional study will take place.
3. The Community Development Block Grant survey is complete. Simmering Cory will submit the application.
4. One of the intakes at the pumphouse has been damaged. Divers will inspect the damage and work with MMU's engineer to make the necessary repairs. A claim has been filed with EMC.

The Board of Trustees adjourned the meeting at 7:05 p.m. The next regular meeting of the Milford Municipal Utilities Board of Trustees will be October 17, 2022.

Mike Anderson, Chairman

LeeAnn Reetz, Board Secretary