

## Board Meeting November 21, 2022

The Milford Municipal Utilities Board of Trustees met in regular session on Monday, November 21, 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, and Kae Hoppe; General Manager Brad Willemssen; Utility Employees Linda Ruble, Wade Newcomer, Mike Norgaard, Bill Matthes, and Ethan Rader.

Chairman Anderson called the meeting to order.

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

Ahlers & Cooney, P.C.	Legal	903.00
Alger Companies	Water Plant Maintenance Repair	494.34
Alliant Energy	Wheeling	6,469.85
Arnold Motor Supply	Supplies	811.70
Base	Cafeteria Monthly	30.00
Bolton & Menk, Inc.	Engineering	54,760.00
Bomgaars	Supplies	626.58
Border States Electric Supply	Small Tools & Inventory	2,869.22
Card Service Center	Office Supplies, Mutual Aid Expense, Postage	1,063.35
City of Milford	City Sewer, Storm Sewer, CC Fee	48,805.06
Coffman's Locksmith Shop	Rander Shed Door	209.50
Cooperative Energy Company	Fuel	318.64
Cooperative Response Center, Inc.	On Call Phone Service	521.00
Core & Main LP	Inventory	289.98
Dairyland Power Cooperative	Statement Printing	1,688.85
DeKoter, Thole, Dawson, Rockman & Krikke, P.L.C.	Legal	925.00
DGR and Associates Company	Engineering	72,835.00
Dickinson County News	Publication	467.64
Dickinson County Recycling Ctr	Electronic Disposal	42.00
Ditch Witch of Minnesota and Iowa	Parts for VAC	551.29
H & D Underground, Inc.	Subcontractor - Boring	3,716.00
Hach Company	Lab Testing Supplies	326.04
Hawkins, Inc.	Chemicals	12,491.74
Heller Enterprises	Wastewater Pump	937.40
High Voltage Equipment Diagnostics, Inc.	Substation Testing	4,118.81
Iowa One Call	Locates	153.00
Iowa Utilities Board	FY22 Industry Direct Assessments	3,159.00
JC Custom Welding & Electric, Inc.	Bus Duct Replacement	50,000.00
Linda Ruble	Reimbursement	31.03
MidAmerican Energy	Wheeling	12,145.30
Milford Commercial Club	Community Development	25.00
Mitchell J. Burgin	Mowing	225.00
Mueske Electric, Inc.	Heater at Power Plant	170.00
National Benefit Services, LLC	Employee Benefits	15.00
NEW Cooperative, Inc.	Fuel	501.00
Northwest Glass LLC	Power Plant Window	1,069.75
Power Line Supply	PPE FR Clothing	224.16
Professional Computer Solutions, LLC	Computer Hosting Fees & Programming	1,426.25

Quad City Testing Laboratory, Inc.	Safety Hot Stick Testing	450.47
R & D Industries, Inc.	Computer Contract & Support	1,830.63
Rody And Laurian Pederson	Purchased Power	4.66
State Hygienic Laboratory	Lab Testing	354.50
Storey Kenworthy	Office Supplies	280.93
Stuart C. Irby Co.	Distribution & Transformer Maintenance	2,967.91
Sunshine Foods	Office Supplies	69.37
Tantalus Systems Inc.	Streetlight Repeaters for Meter Reading	1,576.23
Tiger Pride Lawn Care	Pest Control	260.00
True Value - Milford	Supplies	660.59
Van Wert Inc.	Water Meters for New Reading System	4,026.37
Wade Newcomer	Reimburse Postage	10.52
ZACH MUGGENBERG	CREDIT REFUNDS - 49676	30.72
Ziegler, Inc.	Engine Maintenance	1,573.61
Centurylink Communications, LLC	Phone	217.79
Don Pierson Ford-Lincoln, Inc.	F-550 Ford Pickup	34,400.00
Maintainer Corporation of Iowa, Inc.	F-550 Service Body	81,273.00
Aflac	Employee Funded Benefit	357.44
Aspire	Employee Funded Benefit	470.00
Aspire	Employee Funded Benefit	470.00
Aspire	Employee Funded Benefit	470.00
Base	FSA Claim	50.00
Base	FSA Claim	50.00
Black Hills Energy	Gas Service	37.73
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	20,623.02
Internal Revenue Service	Fica, Med, FWH 10.21.22	6,863.60
Internal Revenue Service	Fica, Med, FWH 11.4.22	6,905.23
Internal Revenue Service	Fica, Med, FWH 11.18.22	6,472.31
Iowa Department of Revenue	Monthly Sales & Use Tax	8,109.82
Iowa Department of Revenue	Monthly WET Tax	7,537.11
Iowa Department of Revenue	Monthly Withholding	2,464.00
IPERS	October 22 IPERS	8,669.14
MidAmerican Energy	Neal 4	31,000.00
MMU	Utilities	4,626.47
MMU - Investment Fund	Sept 22 eusc transfer	38,464.53
MMU - Investment Fund	Nov 22 Budgeted Reserve Transfer	28,871.00
MMU-Medical Insurance Account	October 2022 FSA Transfer	761.70
NIMECA	Power Bill	93,445.75
NIMECA	Employee Benefits	246.82
NIMECA	APX-NAR Transfer Fee	11.77
Principal Life	Employee Benefit	406.83
Reliance Standard Life Insurance Company	Employee Benefit	166.96
United Community Bank	Loan Payment	7,883.11
United Community Bank	Water Meter Loan Payment	7,637.09
Verizon Wireless	Phone	472.47
Verizon Wireless	Phone-collector boxes	45.06
Verizon Wireless	Phone Data - 3 Collector Boxes	75.08
Wellmark	Employee Benefit	10,438.06

## Public Hearing on Electric Distribution Project Major Materials

Chairman Anderson opened the public hearing for the Electric Distribution Project Major Materials at 6:16 p.m. No comments were made during the public hearing and no comments were provided to the office prior to the hearing. Anderson declared the hearing closed at 6:17 p.m.

### Milford Municipal Utilities Business

1. Consideration and possible approval of Resolution 2022-11-01-Award of Contracts for the furnishing of Major Materials

Behrens introduced Resolution 2022-11-01 a resolution making the award of contracts for the furnishing of electrical materials (major)-electric distribution improvements-phase 1 for Milford Municipal Utilities. Reetz seconded the motion to adopt. Roll call vote: Ayes – Anderson, Hoppe, Wharton, Behrens, Reetz. Nays – None. Motion passed.

2. Consideration and possible approval to use End User Funds for loan payment

Reetz/Hoppe made a motion to table using the End User Funds to pay the two water loans. Motion passed.

3. Consideration and possible approval of Resolution 2022-11-02 fixing date for a meeting on the proposition of the disposal of interest in real property owned by the Municipal Electric Utility, under an Asset Purchase Agreement for the sale of the Utility's ownership interest in Lehigh-Webster Transmission owned under the Amended and Restated Lehigh-Webster Transmission and Webster Terminals Facilities and Operating Agreement.

Behrens introduced Resolution 2022-11-02 and moved for its adoption for the next regular meeting on December 19, 2022. Board Member Reetz seconded the motion to adopt. Roll call vote: Ayes – Anderson, Hoppe, Wharton, Behrens, Reetz. Nays – None. Motion passed.

4. Resolution 2022-11-03 approving and authorizing a form of loan agreement and authorizing and providing for the issuance and securing the payment of \$4,736,499.20 electric revenue capital loan notes, series 2022, of the City of Milford, state of Iowa, under the provisions of the City Code of Iowa, and providing for a method of payment of the notes.

Reetz moved that the form of Tax Exemption Certificate be placed on file and approved. Behrens seconded the motion. Roll call vote: Ayes – Anderson, Hoppe, Wharton, Behrens, Reetz. Nays – None. Motion passed.

Reetz introduced Resolution 2022-11-03 entitled "A resolution approving and authorizing a form of loan agreement and authorizing and providing for the issuance and securing the payment of \$4,736,499.20 electric revenue capital loan notes, series 2022, of the City of Milford, State of Iowa, under the provisions of the City Code of Iowa, and providing for a method of payment of the notes", and moved for its adoption. Behrens seconded the motion to adopt. Roll call vote: Ayes – Anderson, Hoppe, Wharton, Behrens, Reetz. Nays – None. Motion passed.

5. Discussion on budget

General Manager Willemssen met with utility employees Lindsay, Bill, and Wade for a budget meeting on Wednesday, November 9<sup>th</sup>. Equipment needs and estimates for operations and maintenance were discussed. The budget worksheet will be prepared following the approval of the

November bills at the December meeting. The Board will set a public hearing at the February meeting to be held at the March meeting. Additional special meetings can be held if needed.

6. Discussion of Employee wages

The Board discussed the timing of a decision on wage increases with the employees. The employees need to make decisions as per the Employee Benefits and Compensation Policy for employee expenses such as Aflac, 457 Plan, and Base 125 Cafeteria Plan. Chairman Anderson then called for a special meeting on December 5, 2022 at 6:15 p.m. for consideration and possible approval of employee wages.

7. Consideration and possible approval of Employee Health Insurance

Hoppe/Behrens made a motion to approve the renewal of the Blue Cross Blue Shield health insurance plan for the MMU staff for 2023. Motion passed.

Items discussed in the Manager's Report:

1. The Attorney General has responded to the Iowa One Call complaint filed in July 2022. The Attorney General is unable to confirm any violation of Iowa's One Call law occurred. Both the MMU Attorney and insurance company are suggesting that MMU employees no longer locate private utilities. The Board wishes to continue locating water service lines as a service to the ratepayers. Anderson directed Willemssen to contact the MMU attorney asking about liability of continuing the locates of the curb stops
2. The Kwik Star easements have been signed and sent.
3. The Water Department employees were present to answer questions from the Board on the Water Treatment Facility new construction. The employees were asked about the option to reclaim the backwash water. The employees agree the backwash water should be either distributed by sprinkling on the yard or send it to the sanitary sewer.
4. WAPA has offered Renewable Energy Credits for hydropower purchased by MMU. NIMECA is willing to be the Designated Agent for its members. Willemssen will sign and submit the WAPA REC Program Option form requesting NIMECA to be the Designated Agent.

The Board of Trustees adjourned the meeting at 7:50 p.m. The next meeting will be a special meeting on December 5, 2022 and the next regular meeting of the Milford Municipal Utilities Board of Trustees will be December 19, 2022.

---

Mike Anderson, Chairman

---

LeeAnn Reetz, Board Secretary