

Board Meeting February 13, 2023

The Milford Municipal Utilities Board of Trustees met in regular session on Monday, February 13, 2023 at 6:15 p.m. in the Community Center West Room. In attendance were Board Members Mike Anderson, LeeAnn Reetz, and Ken Behrens; General Manager Brad Willemsen. Board Members Kevin Wharton and Kae Hoppe were absent.

Chairman Anderson called the meeting to order.

Public Hearing on Electric Distribution project Construction Contract

Chairman Anderson opened the public hearing on Electric Distribution project Construction Contract at 6:30 p.m. No comments were made during the public hearing and no comments were provided to the office prior to the hearing. Anderson closed the public hearing at 6:31 p.m.

Public Hearing on Electric Distribution project Minor Materials Contract

Chairman Anderson opened the public hearing on Electric Distribution Minor Materials Contract at 6:31 p.m. No comments were made during the public hearing and no comments were provided to the office prior to the hearing. Anderson closed the public hearing at 6:32 p.m.

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

Alger Companies	Repair	451.86
Arnold Motor Supply	Supplies	249.58
Base	Cafeteria Monthly	30.00
Bomgaars	Supplies	877.31
Border States Electric Supply	Distribution & Inventory	2,179.46
Card Service Center	Classes, Employee Appreciation, Postage, Efilng	2,682.54
City of Milford	City Sewer, Storm Sewer, CC Fee	41,071.65
Cooperative Energy Company	Fuel	219.15
Cooperative Response Center, Inc.	On Call Phone Service	551.26
Dairyland Power Cooperative	Statement Printing - 3 months	4,284.36
Dickinson County News	Publishing	245.02
H & D Underground, Inc.	Subcontractor	810.00
Hawkins, Inc.	Chemicals	3,201.74
Iowa One Call	Locates	46.80
Marco, Inc.	Copier Contract	135.42
Menards	Supplies	172.80
National Benefit Services, LLC	Employee Benefits	15.00
NEW Cooperative, Inc.	Fuel	883.46
Power Line Supply	Small Tools & PPE FR Clothing	381.45
R & D Industries, Inc.	Computer Contract	1,025.63
Storey Kenworthy	Office Supplies	2,382.22
Subsurface Solutions	Electric Mapping Geode Receiver	5,431.78
Titan Machinery Inc.	Equipment Maintenance	129.90
True Value - Milford	Supplies	313.90
Centurylink Communications, LLC	Phone	329.20
Aspire	Employee Funded Benefit	370.00
Aspire	Employee Funded Benefit	370.00
Black Hills Energy	Gas Service	1,886.07

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
Internal Revenue Service	Fica, Med, FWH 1.27.23	6,287.39
Internal Revenue Service	Fica, Med, FWH 2.10.23	6,599.61
Iowa Department of Revenue	Monthly Withholding	4,555.00
Iowa Department of Revenue	Monthly Sales & Use Tax	8,588.56
Iowa Department of Revenue	Monthly WET Tax	5,120.38
Iowa Department of Revenue	Monthly Withholding	2,253.00
MidAmerican Energy	Neal 4	25,000.00
MMU	Utilities	6,341.52
MMU - Investment Fund	Dec 22 EUSC transfer	38,852.05
MMU-Medical Insurance Account	Jan 23 FSA Transfer	1,114.02
NIMECA	Power Bill	142,544.17
NIMECA	Employee Benefits	259.24
NIMECA	Inventory & Corn Belt Annual Meter Maint	14,359.65
NIMECA	Inventory	4,392.35
Principal Life	Employee Benefit	406.83
Reliance Standard Life Insurance Company	Employee Benefit	177.81
United Community Bank	Loan Payment	7,883.11
United Community Bank	Water Meter Loan Payment	7,637.09
Verizon Wireless	Phone Data - 3 Collector Boxes	75.18
Verizon Wireless	Phone - Nets Against Credit	312.63
Wellmark	Employee Benefit	11,189.43

Milford Municipal Utilities Business

1. Consideration and possible approval or rejection of bids for Contract for the furnishing of Electric Distribution Improvements – Phase 1 (Construction Contract)

Behrens/Reetz made a motion to reject any and all bids for the Contract for the furnishing of Electric Distribution Improvements – Phase 1 (Construction Contract). Motion passed unanimously.

2. Consideration and possible approval Resolution 2023-02-01-Award of a Contracts for the furnishing of Electric Materials (Minor) Electric Distribution Improvements – Phase 1

Behrens/Reetz made a motion to approve Resolution 2023-02-01- Award of a Contracts for the furnishing of Electric Materials (Minor) Electric Distribution Improvements – Phase 1. Roll call vote: Ayes – Anderson, Reetz, Behrens. Nays – None. Absent – Hoppe, Wharton. Motion passed unanimously.

3. Consideration and possible approval of 2022 Wage Publication

Reetz/Behrens made a motion to approve the 2022 Wage Publication. Motion passed unanimously. 2022 wages are as follows:

Michael Anderson	1,200.00
Kevin Wharton	825.00
Ken Behrens	1,125.00
Kae Hoppe	1,125.00
LeeAnn Reetz	1,050.00
Lindsay Radunz	64,689.21
Brady Pannhoff	15,412.85
Brad Willemsen	101,354.04
Evan Green	76,710.47
Ethan Rader	88,925.65
William Matthes	94,310.78
Linda Ruble	57,364.34
Wade Newcomer	95,934.37
Michael Norgaard	88,226.88
Dan Schnetzer	7,217.10
Lacey Van Kleek	31,661.55

4. Consideration and possible approval of Employee wage increase for Evan Green

Behrens/Reetz made a motion to approve the employee wage increase for Evan Green of \$1.00 per hour for completion of Apprenticeship Module D effective February 4, 2023. Motion passed unanimously.

5. Consideration and possible approval of Resolution 2023-02-02, Maximum Deposit for United Community Bank, Milford, Iowa

Agenda item 5 was tabled.

6. Review Proposed Electric and Water Budget for Year Ending June 30, 2024

Board members reviewed the budgets and Manager Willemsen answered questions.

7. Consideration and possible approval to Set Public hearing Date for the Budget for Year ending June 30, 2024. Proposed date of March 20, 2023, the next regular meeting.

Behrens/Reetz made a motion to set a public hearing date for the Budget for Year Ending June 30, 2024. Proposed date of March 20, 2023, the next regular meeting. Motion passed unanimously.

8. Consideration and possible approval of special meeting

No action was taken.

Items discussed in the Manager's Report:

1. Willemsen discussed estimated lead times on the Water Treatment Facility project.
2. Simmering-Cory informed Willemsen that MMU was denied the Community Development Block Grant. Simmering-Cory is suggesting MMU reapply for the grant at a later time.

The Board of Trustees adjourned the meeting at 7:00 p.m. The next regular meeting of the Milford Municipal Utilities Board of Trustees will be March 20, 2023.

Mike Anderson, Chairman

LeeAnn Reetz, Board Secretary

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Behrens/Reetz made a motion to reject any and all bids for the Contract for the furnishing of Electric Distribution Improvements – Phase 1 (Construction Contract). Motion passed unanimously. Willemssen informed the Board the Construction part of the Electric Distribution project bid will be reconsidered in the Fall of 2023 with a construction start in CY24. The proposed rebid will possibly be split into two bids, one for the installation of pipe, wire, and boxes and one for termination.

2. Consideration and possible approval Resolution 2023-02-01-Award of a Contracts for the furnishing of Electric Materials (Minor) Electric Distribution Improvements – Phase 1

Behrens/Reetz made a motion to approve Resolution 2023-02-01- Award of a Contracts for the furnishing of Electric Materials (Minor) Electric Distribution Improvements – Phase 1. Roll call vote: Ayes – Anderson, Reetz, Behrens. Nays – None. Absent – Hoppe, Wharton. Motion passed unanimously.

3. Consideration and possible approval of 2022 Wage Publication

Reetz/Behrens made a motion to approve the 2022 Wage Publication. Motion passed unanimously. 2022 wages are as follows:

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4. Consideration and possible approval of Employee wage increase for Evan Green

Behrens/Reetz made a motion to approve the employee wage increase for Evan Green of \$1.00 per hour for completion of Apprenticeship Module D effective February 4, 2023. Motion passed unanimously. The Board instructed Willemsen to wait to approve employee raises until approved by the Board. The raise can then be approved by the Board and made retroactive.

5. Consideration and possible approval of Resolution 2023-02-02, Maximum Deposit for United Community Bank, Milford, Iowa

Agenda item 5 was tabled. Willemsen was instructed to check on FDIC limits.

6. Review Proposed Electric and Water Budget for Year Ending June 30, 2024

Board members reviewed the budgets and Manager Willemsen answered questions.

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Behrens/Reetz made a motion to set a public hearing date for the Budget for Year Ending June 30, 2024. Proposed date of March 20, 2023, the next regular meeting. Motion passed unanimously.

8. Consideration and possible approval of special meeting

No action was taken.

Items discussed in the Manager's Report:

1. Willemsen discussed estimated lead times on the Water Treatment Facility project. Willemsen and the Superintendents inquired vendors on lead times for equipment to be purchased for the Water Treatment Facility. Willemsen was informed by the engineer we will know the construction schedule after lead times are presented at the bid opening.

2. Simmering-Cory informed Willemsen that MMU was denied the Community Development Block Grant. Simmering-Cory is suggesting MMU reapply for the grant at a later time. Willemsen will have a conference later in the week to discuss the timing with Simmering-Cory and Bolton & Menk.

The Board of Trustees adjourned the meeting at 7:00 p.m. The next regular meeting of the Milford Municipal Utilities Board of Trustees will be March 20, 2023.

Mike Anderson, Chairman

LeeAnn Reetz, Board Secretary