

Board Meeting July 17, 2023

The Milford Municipal Utilities Board of Trustees met in regular session on Monday, July 17, 2023 at 6:15 P.M. in the Community Center Board Room. In attendance were Board Members Mike Anderson, LeeAnn Reetz, Ken Behrens, Kevin Wharton, and Kae Hoppe; General Manager Brad Willemssen; Utility Employees Lindsay Radunz and Wade Newcomer. Others present included DGR Engineer Andy Koob, Bolton & Menk Engineer Katie Sterk, and Piper Sandler Managing Director Tim Oswald.

Chairperson Anderson called the meeting to order.

Reetz/Hoppe made a motion to amend the agenda moving agenda item 9 to agenda item 2. Motion passed unanimously.

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

Ahlers & Cooney, P.C.	Legal	3,305.00
Arnold Motor Supply	Supplies	30.81
Base	Cafeteria Monthly	30.00
Blue Lake Websites	Website Maintenance	262.75
Bolton & Menk, Inc.	Engineering	57,331.50
Bomgaars	Supplies	438.90
Card Service Center	Uniform, Office Supplies	964.55
City Laundering Company	Rugs	71.15
City of Milford	City Sewer, Storm Sewer, CC Fee	41,584.51
Cooperative Energy Company	Generator Diesel Fuel	11,483.98
Cooperative Response Center, Inc.	On Call Phone Service	543.00
Dairyland Power Cooperative	Statement Printing	1,498.39
Dakota Supply Group	Distribution Improvement Project	15,032.00
	Materials	
Data Integration, Inc.	Locating Paint & Flags	2,075.96
DAVE WORSHEK	CREDIT REFUNDS - 59361	73.98
DeKoter, Thole, Dawson, Rockman & Krikke, P.L.C.	Legal	1,075.00
DGR and Associates Company	Engineering	14,986.00
Dickinson County News	Publishing & Annual Subscription	79.35
Fastenal Company	Parts	83.18
Foundation Analytical Laboratory	Samples for New Water Plant	1,438.50
Hawkins, Inc.	Chemicals	7,783.07
Ia Depart of Natural Res	Annual Water Supply Fee	365.41
Iowa Lakes Regional Water	Supplies	255.53
Iowa One Call	Locates	216.90
LUCY THANGHLIANG	CREDIT REFUNDS - 61458	294.83
Milford Communications	Phone	424.08
Mitchell J. Burgin	Mowing	1,460.00
National Benefit Services, LLC	Employee Benefits	12.00
NEW Cooperative, Inc.	Fuel	365.67
Overhead Door Sales & Service	Warehouse Door Repair	1,195.67
Professional Computer Solutions, LLC	Computer Hosting Fees	1,013.00
R & D Industries, Inc.	Computer Contract, Support & Maint	3,172.64
R & D Industries, Inc.	Server & Email Server	7,898.29
R & D Industries, Inc.	Firewall Renewal - 3 Year	2,935.80

Rody And Laurian Pederson	Purchased Power	11.18
Sam Wedeking Excavating, Inc.	Subcontractor	1,771.50
SCI Communications Inc.	Phone System Updates	237.50
Skarshaug Testing Laboratory, Inc.	Safety	350.12
State Hygienic Laboratory	Lab Testing	74.00
Storey Kenworthy	Office Supplies	303.24
Stuart C. Irby Co.	Safety	109.14
Sunshine Foods	Supplies	127.43
Tiger Pride Lawn Care	Pest Control	260.00
True Value - Milford	Supplies	465.73
Web Graphics	Business Cards	237.05
Wedeking Pit & Plant, Inc.	Distribution	345.54
Wesco Distribution, Inc.	Distribution Improvement Project	3,177.90
	Materials	
WHITNEY GRAY	CREDIT REFUNDS - 59425	3.39
Ziegler, Inc.	Annual Maintenance Contract	27,936.32
Ia Depart of Natural Res	DNR Construction Permit Application	16,000.00
	Fee	
Centurylink Communications, LLC	Phone	664.20
Aflac	Employee Funded Benefit-AFLAC	430.96
Aspire	Employee Funded Benefit	320.00
Aspire	Employee Funded Benefit	320.00
Base	FSA Claim	139.86
Black Hills Energy	Gas Service	98.65
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	27,253.39
Internal Revenue Service	Fica, Med, FWH 6.30.23	7,062.60
Internal Revenue Service	Fica, Med, FWH 7.14.23	6,890.02
Iowa Department of Revenue	Monthly Sales & Use Tax	7,082.65
Iowa Department of Revenue	Monthly WET Tax	6,472.47
IPERS	June 2023 IPERS	12,824.90
MidAmerican Energy	Neal 4	29,000.00
MMU	Utilities	6,122.24
MMU - Investment Fund	May 2023 EUSC Transfer	51,114.93
MMU-Medical Insurance Account	June 2023 FSA Transfer	1,671.03
NIMECA	Power Bill	97,865.25
NIMECA	Employee Benefits	259.24
NIMECA	MRES Settlement Payment	9,061.44
Principal Life	Employee Benefit	435.69
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	75.28
Verizon Wireless	Phone - Nets against Credit	412.32
Wellmark	Employee Benefit	12,310.56

Public Hearing – Electric Distribution Project Construction Contract

Chairman Anderson opened the public hearing on the Electric Distribution project Construction Contract at 6:15. 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 6:16.

Public Comment-Implementation of an Integrated Resource Plan

Chairman Anderson opened the meeting for public comment on the Implementation of an Integrated Resource Plan at 6:16. No comments were made during the public meeting. Anderson closed the public comment at 6:17.

Milford Municipal Utilities Business

1. Consideration and possible approval or rejection of Resolution 2023-07-01-Award of a Contract for the 2024 Electric Distribution Improvements

Hoppe/Wharton made a motion to approve Resolution 2023-07-01-Award of a Contract for the 2024 Electric Distribution Improvements. Roll call vote: Ayes – Anderson, Reetz, Hoppe, Wharton, Behrens. Nays – None. Motion passed unanimously.

2. Consideration and possible approval of Amended A34 Electric project proposal

Hoppe/Reetz made a motion to approve the Amended A34 Electric project proposal. Motion passed unanimously.

3. Consideration and possible approval of Resolution 2023-07-02-NIMECA IRP Cooperative agreement.

Hoppe/Wharton made a motion to approve Resolution 2023-07-02-NIMECA IRP Cooperative agreement. Roll call vote: Ayes – Anderson, Reetz, Hoppe, Wharton, Behrens. Nays – None. Motion passed unanimously.

4. Resolution 2023-07-03 approving small claims court-collection of outstanding utility bills

Hoppe/Behrens made a motion to approve Resolution 2023-07-03 approving small claims court-collection of outstanding utility bills. Roll call vote: Ayes – Anderson, Reetz, Hoppe, Wharton, Behrens. Nays – None. Motion passed unanimously.

5. Consideration and possible approval of the dump trailer quote

Behrens/Hoppe made a motion to approve the purchase of the dump trailer with GDF Enterprises Equipment Sales for \$16,000. Motion passed unanimously.

6. Consideration and possible approval of enclosed trailer quote

Hoppe/Behrens made a motion to approve the purchase of the enclosed trailer with GDF Enterprises Equipment Sales for \$12,900. Motion passed unanimously.

7. Presentation by Bolton & Menk on 90/95% Water Treatment Facility

Katie Sterk with Bolton & Menk will give the presentation to the Joint Meeting.

8. Presentation by Tim Oswald on Water Treatment Facility finance

Tim gave an update that even with the Engineer's projected project cost increase, rates are in place already, barring any further surprise.

9. Consideration and possible approval of Resolution 2023-07-04-Setting Date for Public Hearing on Detailed Plans and Specifications, Form of Contract, and Estimate of Cost for the Water Treatment Facility Improvements Project and Setting Date for Receiving Bids

Hoppe/Wharton made a motion to approve Resolution 2023-07-04-Setting Date for Public Hearing. Roll call vote: Ayes – Anderson, Reetz, Hoppe, Wharton, Behrens. Nays – None. Motion passed unanimously.

10. Consideration and possible approval of Lock out/Tag out program

Behrens/Hoppe made a motion to approve the Lock out/Tag out program. Motion passed unanimously.

Joint Meeting MMU Board of Trustees and City of Milford City Council in the Community Center East room at 6:30 p.m. to 6:40 p.m.

1. Presentation of 90/95% Water Treatment Facility

Katie Sterk with Bolton & Menk presented a power point to the Board of Trustees and the City Council. She informed the group on the treatment process of the new Water Treatment Facility and the addition of a parallel raw water main crossing Highway 71. The Water Treatment Facility and Highway 71 raw water main crossing will be bid as two separate projects. Once the construction of the new Water Treatment Facility is complete, the existing Water Plant will be demolished. She also discussed the water rates as approved through 2025.

2. Discussion on A34 Electric project proposal

Willemsen informed the City Council that the Board of Trustees approved an amended A34 Street Project Design & Construction Coordination – MMU Electric System. The amended proposal omits the line asking the City Council to pay for the labor and materials for the project. The City Council then made a motion approving adding the amended proposal to the next City Council agenda for possible approval.

Items discussed in the Manager's Report:

1. Willemsen met with two councilpersons from West Okoboji to discuss the proposed West Okoboji Water Contract. The councilpersons had concerns with a couple of items in the contract. The first item is West Okoboji will pay the End User fee for each End User on their system and also pay the cost of West Okoboji's portion of the new Water Treatment Facility. The second item is West Okoboji will be required to pay the Residential rate instead of the non-Residential rate. Willemsen let the councilpersons know the items are negotiable and any requested changes will need to be approved by the MMU Board of Trustees.
2. Todd Abrahamson has invited the MMU Board of Trustees to attend a Zoom conference on the findings of a recent study done by Rob Schwarz. The conference call is August 30 at 9:00 a.m. Willemsen reminded the Board of Trustees that if a quorum is present the meeting will need to be posted 24 hours prior to the meeting and a meeting will need to be called to order

The Board of Trustees adjourned the meeting at 7:15 p.m. The next regular meeting of the Milford Municipal Utilities Board of Trustees will be August 21, 2023.

Mike Anderson, Chairman

LeeAnn Reetz, Board Secretary

Published Proceedings