Board Meeting April 16, 2024

The Milford Municipal Utilities Board of Trustees met in regular session on Tuesday, April 16, 2024, at 3:00 P.M. in the Community Center Board Room. In attendance were Board Members Kae Hoppe, Kevin Wharton, Todd Johnson, and Kirb Walters; General Manager Brad Willemssen; Utility Employee Lindsay Radunz. Also present were Russ Beckendorf from MHR, Greg Fritz from NIMECA, Spirit of Okoboji Director Drew Hage, Josh Pope from Bolton & Menk, and Rod Simonson.

Chairperson Hoppe called the meeting to order.

Johnson/Wharton made a motion to approve the agenda. Motion passed unanimously.

Johnson/Wharton made a motion to approve the consent agenda. Motion passed unanimously. The following bills were presented for payment:

Arnold Motor Supply	Supplies	683.33
Base	Cafeteria Monthly	30.00
Bolton & Menk, Inc.	Engineering	51,388.85
Bomgaars	Supplies	289.55
Border States Electric Supply	Meter Testing, Shop Bldg Lights, Plant Maint	6,925.17
Card Service Center	Office Supplies, Tablets, Computer Programming	1,359.39
City Laundering Company	Rugs	78.30
City of Milford	City Sewer, Storm Sewer, CC Fee	40,471.67
Coffman's Locksmith Shop	Locksmith	31.25
Cooperative Energy Company	Fuel	759.20
Cooperative Response Center, Inc.	On Call Phone Service	600.64
Core & Main LP	Inventory & Water Meters for Bulk Water Sales	5,269.06
Dairyland Power Cooperative	Statement Printing	1,608.71
DeKoter, Thole, Dawson, Rockman & Krikke, P.L.C.	Legal	720.00
DGR and Associates Company	Engineering	2,551.50
Dickinson County News	Publishing	161.13
Dickinson County Recycling Ctr	Recycling	16.50
Hach Company	Plant Maintenance	297.00
Hawkins, Inc.	Plant Maintenance	984.60
Ia Assoc of Muni Utilities	IAMU Member Dues	6,928.00
Iowa One Call	Locates	77.40
JAMES MEIER	CREDIT REFUNDS - 60213	47.61
John T. Jones Construction Co.	Payment Request #5 - WTP	1,025,389.91
KUOO	One Call Awareness Campaign Ad	78.75
LESLIE SARGENT	CREDIT REFUNDS - 24522	201.36
Marco	Copier Contract	185.43
MidAmerican Energy	Wheeling	7,019.09
Milford Communications	Phone	389.41
National Benefit Services, LLC	Employee Benefits	9.00
NEW Cooperative, Inc.	Fuel	304.18
Overhead Door Sales & Service	Garage Door Opener	1,626.40
Power Line Supply	Safety	95.82
Professional Computer Solutions, LLC	Computer Hosting Fees	1,058.00
R & D Industries, Inc.	Computer Contract & Support	1,930.25
Resco	Distribution Improvement Project Mat. & Inventory	283,390.12
Spencer Municipal Hospital	Drug Screen	131.20

State Hygienic Laboratory	Lab Testing	79.00
Storey Kenworthy	Office Supplies	378.60
Sunshine Foods	Office Supplies	19.26
Tiger Pride Lawn Care	Pest Control	130.00
True Value - Milford	Supplies	248.87
USABlueBook	Distribution	4,123.84
Van Wert Inc.	Water Meters for New Reading System	1,210.96
Ziegler, Inc.	Engine Maintenance	7,641.65
Ia Depart of Natural Res	Water Operator Exam Application	60.00
Iowa Department of Revenue	Statewide Property Tax	38.37
Kae Hoppe	Reissue Board Check	346.31
Aflac	Employee Funded Benefit AFLAC	606.72
Aspire	Employee Funded Benefit	345.00
Aspire	Employee Funded Benefit	345.00
Base	FSA Claim	1,575.84
Base	FSA Claim	975.00
Black Hills Energy	Gas Service	166.24
Collection Services Center	Employee Withholding	184.61
Collection Services Center	Employee Withholding	184.61
Department of Energy	WAPA	29,918.76
Internal Revenue Service	Fica, Med, FWH 3.22.24	7,228.74
Internal Revenue Service	Fica, Med, FWH 4.5.24	7,343.32
Iowa Department of Revenue	Monthly Sales & Use Tax	8,291.77
Iowa Department of Revenue	Monthly WET Tax	6,646.22
IPERS	March 2024 IPERS	9,185.35
MidAmerican Energy	Neal 4	19,000.00
MMU	Utilities	5,200.91
MMU - Investment Fund	Feb 24 EUSC Transfer	65,560.84
MMU-Medical Insurance Account	Mar 2024 FSA Transfer	838.62
NIMECA	Power Bill	138,278.20
NIMECA	Property Tax	349.50
NIMECA	Employee Benefits	290.01
Principal Life	Employee Benefit	439.57
Reliance Standard Life Insurance Company	Employee Benefit	366.77
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	75.10
Verizon Wireless	Phone Usage & iPad Purchase	726.76
Wellmark	Employee Benefit	12,114.07

Public hearing to consider Adopting the Annual Budget for the Fiscal Year Ending June 30, 2025.

Chairperson Hoppe opened the public hearing at 3:06 p.m. No comments were made during the public hearing and no comments were provided to the office prior to the hearing. Chairperson Hoppe closed the public hearing at 3:08 p.m.

Milford Municipal Utilities Business

1. Consideration and possible approval to accept the EMC insurance renewal

   Wharton/Walters made a motion to approve the EMC insurance renewal. Motion passed unanimously.

2. Presentation by Drew Hage on 22nd St. Multifamily Development

Hage introduced himself and talked about various options for housing and development in the 22nd Street area. Questions asked of the Utilities included cost vs. marking up materials and the policy on connection to curb stops for developers.

3. Presentation by Greg Fritz with NIMECA

   Fritz presented information on NIMECA and our power sources.

4. Consideration and possible approval of Resolution 2024-04-01- Transfer CTS funds from MIMECA to UCB

   Walters/Wharton made a motion to authorize the transfer of common transmission system funds in deposit with NIMECA to the designated depository of Milford Municipal Utilities, which is currently United Community Saving Bank located at Milford, Iowa. Motion passed unanimously.

5. Consideration and possible approval of Resolution 2024-04-02-Adopting the Annual Budget for the Fiscal Year Ending June 30, 2025.

   Walters/Wharton made a motion to approve Resolution 2024-04-02 Adopting the Annual Budget for the Fiscal Year Ending June 30, 2025. Roll call vote: Ayes – Hoppe, Wharton, Johnson, Walters. Nays – None. Motion passed unanimously.

6. Consideration and possible approval of WTP Payment Request #5

   Johnson/Walters made a motion to approve the WTP Payment Request #5 for $1,025,389.91. Motion passed unanimously.

<u>Items discussed in the Manager's Report:</u>

1. The A34 Reconstruction project is scheduled to start April 15th. Temporary water service will be installed April 17th. The sewer and water mains will be installed starting April 22nd starting at Westview Dr. with crews going west to 213th Ave. and east to J Ave. The primary electric wire will be de-energized in the active construction area prior to April 22nd.
2. For the Electric Distribution project, Karian Peterson (KP) has returned and started installing duct in the area of the Airport, 17th St. and N Ave., and N Ave. from 11th St. to 13th St.
3. The Electric Substation Project Notice to Proceed has been sent and the project is scheduled to start in July.
4. Update on the WTP project. JTJ has done some of the excavations in the area of the Clearwell and Contact Tank. JTJ will then relocate a 12" water main and start excavation of the Backwash Tank. The DNR Construction permit has been approved. The Notice to Proceed has been signed and sent to John T Jones for their signature.
5. The Emergency Water Service Agreements for the City of Arnolds Park, City of Wahpeton, and Osceola County Rural Water System, Inc have been reviewed by our attorney.

The Board of Trustees adjourned the meeting at 5:23 p.m. The next regular meeting of the Milford Municipal Utilities Board of Trustees will be May 21, 2024, at 3:00 p.m.

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Kae Hoppe, Chairperson

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Kevin Wharton, Board Secretary