Board Meeting August 20, 2024

The Milford Municipal Utilities Board of Trustees met in regular session on Tuesday, August 20, 2024, at 3:00 P.M. in the Community Center Board Room. In attendance were Board Members Kae Hoppe, Todd Johnson, and Kirb Walters; General Manager Brad Willemssen; Utility Employee Lindsay Radunz; and MMU Attorney Dan DeKoter (phone). Board Member Kevin Wharton was absent. Also present were Mayor Steve Anderson, City Administrator LeAnn Reinsbach, West Okoboji City Administrator Carol Chicone, Jan Danbom, Mike Paxton, Darlene Powers, and several residents.

Chairperson Hoppe called the meeting to order.

Hoppe/Johnson made a motion to amend and approve the agenda. Motion passed unanimously.

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

AAA Collections, Inc.	Collections	46.25
Arnold Motor Supply	Repair Parts	1,318.09
Base	Cafeteria Monthly & Renewal	316.00
Black Hills Energy	Repair	6,900.10
Bolton & Menk, Inc.	Engineering	52,592.30
Bomgaars	Supplies	874.32
Card Service Center	Legal, Uniforms	1,030.81
CARLEY WELLS	CREDIT REFUNDS - 59203	22.51
City Laundering Company	Rugs	78.30
City of Milford	City Sewer, Storm Sewer, CC Ree	48,539.60
Cooperative Energy Company	Fuel	611.08
Cooperative Response Center, Inc.	On Call Phone Service	626.00
Core & Main LP	Tool	1,153.64
Crescent Electric Supply Company	Distribution	438.88
Dairyland Power Cooperative	Statement Printing	2,352.68
DeKoter, Thole, Dawson, Rockman & Krikke, P.L.C.	Legal	1,295.00
DGR and Associates Company	Engineering	5,260.08
Dickinson County Treasurer	Property Tax	1,987.50
Hach Company	Lab Testing Supplies	1,657.10
Hawkins, Inc.	Chemicals	8,860.79
Ia Assoc of Muni Utilities	ISEP Safety Training	1,276.00
IGL Sanitary District	Semi Annual Sewer	6,130.98
Iowa One Call	Locates	462.70
John T. Jones Construction Co.	Payment Request #9 - WTP	963,273.80
Karian Peterson Power Line Contracting, LLC	Electric Distribution Payment Request #5	233,128.58
Menards	Supplies	300.37
Milford Electric, Inc.	Distribution	31.68
Municipal Supply, Inc.	Sensus Annual Support Software	3,150.00
N & M Power Co	Electric Substation Payment Request #1	63,047.49
National Benefit Services, LLC	Employee Benefits	9.00
NEW Cooperative, Inc.	Fuel	88.92
Pitney Bowes	Postage Meter Lease	142.53
Plymouth County Treasurer	Property Tax	49.00
Power Line Supply	Inventory	5,590.75
Professional Computer Solutions, LLC	Computer Hosting Fees & Programming	1,402.00
R & D Industries, Inc.	Computer Contract & Support	1,052.90
Redcort Software, Inc.	Annual Timeclock Support Plan	175.00

Resco	Distribution Improvement Project Materials	2,600.00
Sibley Sheet Metal, Inc.	Service AC	95.00
Spencer Municipal Hospital	Drug Screen	79.26
State Hygienic Laboratory	Lab Testing	411.00
Storey Kenworthy	Office Supplies	140.54
Stuart C. Irby Co.	Distribution, Safety, Inventory	937.53
Sunshine Foods	Supplies	23.87
Terracon Consultants, Inc.	WTP Project - Geotechnical Inspection	10,048.70
Tiger Pride Lawn Care	Pest Control	90.00
True Value - Milford	Supplies	86.65
TYSON ROBBINS	CREDIT REFUNDS - 61569	88.30
UnityPoint Clinic-Occupational Medicine	Drug Screen	42.00
Van Wert Inc.	Water Meters for New Reading System	22,675.54
Wesco Distribution, Inc.	Inventory	2,375.40
Woodbury County Treasurer	Property Tax	1,708.00
Aflac	Employee Funded Benefit AFLAC	606.72
Aspire	Employee Funded Benefit	345.00
Aspire	Employee Funded Benefit	345.00
Black Hills Energy	Gas Service	75.46
Collection Services Center	Employee Withholding	184.61
Collection Services Center	Employee Withholding	184.61
Department of Energy	WAPA	29,187.20
Internal Revenue Service	Fica, Med, FWH 7.26.24	8,104.57
Internal Revenue Service	Fica, Med, FWH 8.9.24	8,112.31
Iowa Department of Revenue	Monthly Withholding	3,204.04
Iowa Department of Revenue	Monthly Sales & Use Tax	7,028.10
Iowa Department of Revenue	Monthly WET Tax	7,708.23
Iowa Department of Revenue	Monthly Withholding	2,954.00
IPERS	July 2024 IPERS	10,926.94
MidAmerican Energy	Neal 4	19,000.00
Milford Communications	Phone	392.89
Milford Communications	Phone	1.83
MMU	Utilities	4,250.31
MMU - Investment Fund	June 2024 EUSC Transfer	69,535.56
MMU-Medical Insurance Account	July 24 FSA Transfer	838.62
NIMECA	Basin Credit Requirement	43,645.04
NIMECA	Power Bill	69,653.79
NIMECA	Employee Benefits	290.01
Principal Life	Employee Benefit	661.57
Reliance Standard Life Insurance Company	Employee Benefit	383.61
United Community Bank	Loan Payment	7,883.11
United Community Bank	Water Meter Loan Payment	7,637.09
United Community Bank	Electric Distribution Loan Payment	31,938.41
Verizon Wireless	Phone Data - 3 Collector Boxes	75.08
Verizon Wireless	Phone	352.97
Wellmark	Employee Benefit	13,968.56

Public Hearing Adopting New Electric Rate increases

Chairperson Hoppe opened the hearing at 3:00 p.m. City Administrator LeAnn Reinsbach addressed the Customer Charge increase currently at $5.25 and increasing to $51.00 on the Town Lighting Service. General Manager Willemssen explained the Customer Charge should be charged at the same rate as a Small Commercial,

which applies as a monthly peak demand less than 30 kW and the monthly energy usage is less than 10,000 kWh. Hoppe closed the hearing at 3:08 p.m.

Milford Municipal Utilities Business

1. Consideration and possible approval of amended Energy Efficiency Rebates Application

   Johnson/Walters made a motion to approve the amended Energy Efficiency Rebates Application. Motion passed unanimously. The amendment addressed the lighting section with the addition of commercial lighting and removal of residential light bulbs.

2. Consideration and possible approval of WTP Payment Request #9

   Walters/Johnson made a motion to approve WTP Payment Request #9 for $963,273.80. Motion passed unanimously.

3. Consideration and possible approval of the 2024 Electric Distribution Payment Request #5

   Johnson/Walters made a motion to approve 2024 Electric Distribution Payment Request #5 for $233,128.58. Motion passed unanimously.

4. Consideration and possible approval of the 2024 Electric Substation Payment Request #1

   Johnson/Walters made a motion to approve 2024 Electric Substation Payment Request #1 for $63,047.49. Motion passed unanimously.

5. Consideration and possible approval of Resolution 2024-08-01 Approving increase of Electric Rates

   Johnson/Walters mad a motion to table Resolution 2024-08-01. Roll call vote: Ayes – Hoppe, Johnson, Walters. Nays – None. Absent – Wharton. Motion passed unanimously. Willemssen was directed to provide information on the Town Lighting Service Customer Charge and the Board would like to re-evaluate before rescheduling another public hearing.

Public Hearing Adopting New Water Rate increases

Chairperson Hoppe opened the hearing at 3:14 p.m. Several members of the West Okoboji community expressed their concerns with the water rate increase. Among the concerns were the high rate for the End User Service Charge, affordability for average salaries in the area, asking if the rate will ever come down, how long has MMU been saving for capital improvements, how long is the contract proposed for West Okoboji, people feeling like they haven't been informed, communication breakdowns between MMU and residents and also between MMU and the City of Milford. West Okoboji City Administrator Carol Chicone asked that the item be tabled and that a committee be formed between MMU Trustees and West Okoboji Council Members to negotiate a contract. West Okoboji wants to be considered a partner and not just a user of water; they asked to understand the rates and be able to explain it to their residents. It was noted that anyone that receives their bills through email did not receive the notification flyers recently sent out. That was an oversight on MMU's part and will work to address for future mailings. Mayor Anderson asked the Board to dig into the communications issues and fix the perception of people not being allowed to approach the MMU Board and the issue of city employees being able to communicate with MMU employees. Hoppe closed the hearing at 3:48 p.m.

Milford Municipal Utilities Business Continued

6. Consideration and possible approval of Resolution 2024-08-02 Approving increase of Water Rates

   West Okoboji City Administrator emailed objections on the rate increase. The emails were presented to the Board of Trustees for review. Board members agreed they need more time to address these issues. Johnson/Walters made a motion to table Resolution 2024-08-02. Roll call vote: Ayes – Hoppe, Johnson, Walters. Nays – None. Absent – Wharton. Motion passed unanimously. Two members of the

MMU Board will form a committee with the West Okoboji City Council members in order to work out a contract.

7. Consideration and possible approval of DGR Task Order #10 – Electric Utility Easements

   Johnson/Hoppe made a motion to reject DGR Task Order #10-Electric Utility Easements. Motion passed unanimously.

8. Consideration and possible approval of Resolution 2024-08-03 Ordering Construction of Certain Public Improvements and Fixing a Date For Hearing Thereon and Taking of Bids Therefor

   This is in regards to the Highway 71 Raw Watermain Crossing, in order to set a public hearing and take bids for the project. Johnson/Walters made a motion to approve Resolution 2024-08-03. Roll call vote: Ayes – Hoppe, Johnson, Walters. Nays – None. Absent – Wharton. Motion passed unanimously.

9. Consideration and possible action on easement litigation, possible closed session pursuant to Iowa Code Section 21.5(j) j. To discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property. The minutes and the audio recording of a session closed under this paragraph shall be available for public examination when the transaction discussed is completed.

   Johnson/Walters made a motion to go into closed session at 4:23 p.m.

   Johnson/Walters made a motion to come out of closed session at 4:35 p.m.

   Johnson/Walters made a motion for MMU's Attorney to proceed with the real estate offer as discussed in the closed session.

The Board of Trustees adjourned the meeting at 4:35 p.m. The next regular meeting of the Milford Municipal Utilities Board of Trustees will be September 17, 2024, at 3:00 p.m.

_____

Kae Hoppe, Chairperson

_____

Kevin Wharton, Board Secretary