Board Meeting September 17, 2024

The Milford Municipal Utilities Board of Trustees met in regular session on Tuesday, September 17, 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. Others present were Bolton & Menk Engineer Josh Pope, City of Milford City Administrator LeAnn Reinsbach, and City of West Okoboji City Administrator Carol Chicone.

Chairperson Hoppe called the meeting to order.

Public Hearing on the Hwy 71 Raw Watermain Installation

Chairperson Hoppe opened the public hearing on the Hwy 71 Raw Watermain Installation at 3:09 p.m. There were no written or oral comments. Josh Pope gave a briefing on the project. Board Members asked questions including what the project scope was previously and how it has changed. Hoppe closed the public hearing at 3:42 p.m.

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

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

Base	Cafeteria Monthly	30.00
Bolton & Menk, Inc.	Engineering	45,091.55
Bomgaars	Uniform, Supplies	195.96
Border States Electric Supply	Tool Repair, Inventory	3,252.78
Brad Willemssen	Reimbursement	66.49
Burgin Lawn Service	Mowing	2,190.00
Card Service Center	Class, Travel, Office Supplies	2,486.65
City Laundering Company	Rugs	122.76
City of Milford	A34/13st St. Reconstruction Water Main Install	114,340.45
City of Milford	City Sewer, Storm Sewer, CC Fee	50,879.39
Cooperative Energy Company	Fuel	996.55
Cooperative Response Center, Inc.	On Call Phone Service	689.51
Core & Main LP	Distribution	536.04
Dairyland Power Cooperative	Statement Printing	3,081.96
Dakota Supply Group	Substation Improvement Project Materials	20,712.95
DeKoter, Thole, Dawson, Rockman & Krikke, P.L.C.	Legal	1,200.00
DGR and Associates Company	Engineering	3,990.24
Dickinson County News	Publishing	433.41
Don Pierson Ford Lincoln, Inc.	Vehicle Service	222.82
H & N Chevy Buick	Vehicle Service	95.40
Hawkins, Inc.	Chemicals	5,706.09
Iowa One Call	Locates	529.00
Jesse Logan	Travel Reimbursement	70.53
John T. Jones Construction Co.	Payment Request #10 - WTP	825,149.87
Karian Peterson Power Line Contracting, LLC	Electric Distribution Payment Request #6	107,129.36
Menard, Inc.	Supplies	355.33
National Benefit Services, LLC	Employee Benefits	9.00
NEW Cooperative, Inc.	Fuel, Generator Diesel	21,706.75
Power Line Supply	PPE FR Uniform	8,663.76
Power Line Supply	Locating Paint	6,197.58
Professional Computer Solutions, LLC	Computer Hosting Fees, Programming	1,388.50

R & D Industries, Inc.	Computer Contract & Support	1,072.91
Reserve Account	Prepaid Postage Account	500.00
SHELBIE HURDLE	CREDIT REFUNDS - 62833	61.20
State Hygienic Laboratory	Lab Testing	79.00
Storey Kenworthy	Office Supplies	57.41
Stuart C. Irby Co.	Inventory, Distribution	4,823.80
Subsurface Solutions	Part for Locator	602.88
Sunshine Foods	Office Supplies	33.24
Terracon Consultants, Inc.	WTP Project - Geotechnical Inspection	8,250.70
Tiger Pride Lawn Care	Pest Control	90.00
True Value - Milford	Supplies	213.66
Utility Equipment Company	Distribution	662.34
Westrum Leak Detections, Inc.	2024 Leak Detection Survey	1,900.00
Asher Motor Company, Inc.	2024 Ram 2500 Pickup - Water Dept	48,311.00
Aflac	Employee Funded Benefit AFLAC	606.72
Aspire	Employee Funded Benefit	345.00
Aspire	Employee Funded Benefit	345.00
Base	FSA Claim	1,152.00
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	31,574.49
Internal Revenue Service	Fica, Med, FWH 8.23.24	9,259.93
Internal Revenue Service	Fica, Med, FWH 9.6.24	9,254.64
Iowa Department of Revenue	Monthly Sales & Use Tax	7,923.05
Iowa Department of Revenue	Monthly WET Tax	10,154.19
Iowa Department of Revenue	Monthly Withholding	2,949.00
IPERS	August 2024 IPERS	10,946.04
MidAmerican Energy	Neal 4	25,000.00
Milford Communications	Phone	393.23
MMU	Utilities	4,707.09
MMU - Investment Fund	July 2024 EUSC Transfer	107,325.14
MMU-Medical Insurance Account	Aug 24 FSA Transfer	838.62
NIMECA	Power Bill	41,052.91
NIMECA	Employee Benefits	290.01
Principal Life	Employee Benefit	512.83
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	75.06
Verizon Wireless	Phone	352.97
Wellmark	Employee Benefit	13,968.56

Milford Municipal Utilities Business

1. Consideration and possible approval of WTP Payment Request #10

   Johnson/Walters made a motion to approve the WTP Payment Request #10 of $825,149.87. Motion passed unanimously.

2. Consideration and possible approval of the 2024 Electric Distribution Payment Request #6

   Johnson/Walters made a motion to approve the 2024 Electric Distribution Payment Request #6 of $107,129.36. Motion passed unanimously.

3. Discussion on Electric Rates.

   Options were discussed on increases across the entire rate schedule verse leaving the customer charge as is while increasing other rates. The Board Members would like the DGR Engineer to present his recommendations.

4. Consideration and possible approval of Resolution 2024-09-01 Setting Public Hearing on Electric Rates

   Johnson/Wharton made a motion to table Resolution 2024-09-01 until we hear more from DGR. Motion passed unanimously.

5. Discussion on Water Rates.

   There was discussion on the need to have an increase on the Tank Sales rate. This would be the only change to rates at this time. The section that was previously included for West Okoboji rate has now been excluded.

6. Consideration and possible approval of Resolution 2024-09-02 Setting Public Hearing on Water Rates

   Wharton/Johnson made a motion to approve Resolution 2024-09-02. Roll call vote: Ayes – Hoppe, Wharton, Johnson, Walters. Nays – None. Motion passed unanimously.

7. Consideration and possible approval of fault indicators quote

   Wharton/Walters made a motion to approve the purchase of the fault indicators with WESCO for $27,285.00.

8. Consideration and possible approval of concrete quote

   Wharton/Johnson made a motion to approve the quote to replace the concrete panels in the alley behind the Post Office. Mediacom's contractor will pay for 1/3 of the cost. Hagedorn Construction LLC was the low quote at $9,327.00.

9. Consideration and possible approval of Resolution 2024-09-03 Adopting Plans, Specifications, Form of Contract and Estimate of Cost

   Wharton/Johnson made a motion to approve Resolution 20204-09-03. Roll call vote: Ayes – Hoppe, Wharton, Johnson, Walters. Nays – None. Motion passed unanimously. This is in regards to the Hwy 71 Raw Watermain project. No bids were received.

Items Discussed in Manager's Report

1. The Board discussed a water loss issue at Golf Villas Condos on Golf Villa Dr. The water served to the Condos is delivered by a private water line on the perimeter of the properties. The private water line is metered by a master meter. The ratepayers on the private line are each metered and the difference between the master meter and the total of the ratepayer's meter is billed to the HOA. The billed amount is significant certain months throughout the year.
2. An update was given on the A34 Reconstruction project. The GM Contracting crew has finished installing the watermain. Beck Excavating is installing the storm sewer on the east end of the project and the concrete pour will start soon at Clover Dr. and head east to M Ave. KW Electric will continue to install the duct for the street lights and primary electric. KW Electric's subcontractor damaged the sewer force main

and electric innerduct at the intersection of 13th St. and H Ave. The innerduct from the switch on 13th St. feeding a switch at 10th St. and H Ave. had 4/0 primary that was installed but not energized. The cable will need to be replaced. KW Electric will pull the wire.

3. On the Electric Distribution project, Karian Peterson will be installing duct in the area north of 13th St. crossing the grass runway going west to Airport Dr. The line crew has been working with Karian Peterson to energize the new equipment. There have been multiple planned outages with this project. The planned outages will continue throughout the project.
4. The Electric Substation project has had material delays. Willemssen will consult with DGR engineers on the best path forward for the project.
5. For the WTP project. the contractor will be working on the roof of the CCT and Clearwell for the next few weeks. The contractor will also be working in the areas of the sedimentation tank, sludge pit, and filter walls.

The Board of Trustees adjourned the meeting at 5:44 p.m. The next meeting will be a special meeting on Thursday, September 19, 2024 at 10:00 a.m. The next regular meeting of the Milford Municipal Utilities Board of Trustees will be October 15, 2024, at 3:00 p.m.

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Kae Hoppe, Chairperson

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Kevin Wharton, Board Secretary