Board Meeting January 21, 2025

The Milford Municipal Utilities Board of Trustees met in regular session on Tuesday, January 21, 2025, at 4:00 P.M. in the Community Center Board Room. In attendance were Board Members Todd Johnson, Kevin Wharton, and Kirb Walters; General Manager Brad Willemssen; Utility Employee Lindsay Radunz. Also in attendance were Bolton & Menk Engineer Josh Pope; City of West Okoboji City Administrator Carol Chicoine; Jerad Alger.

Vice Chairman Johnson called the meeting to order.

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

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

Ahlers & Cooney, P.C.	Legal	882.00
Alpha Wireless	Annual Radio Maint Agreement	675.00
Arnold Motor Supply	Supplies	252.93
Base	Cafeteria Monthly	30.00
Bolton & Menk, Inc.	Engineering	31,418.34
Bomgaars	Supplies, Small Tools	477.86
Card Service Center	Shop Supplies, Office Supplies	772.25
City Laundering Company	Rugs	78.30
City of Milford	City Sewer, Storm Sewer, CC Fee	48,485.20
Cooperative Energy Company	Generator Diesel Fuel	13,348.69
Cooperative Response Center, Inc.	On Call Phone Service	653.50
Core & Main LP	Inventory	3,224.89
Dairyland Power Cooperative	Statement Printing	1,980.45
DeKoter, Thole, Dawson, Rockman & Krikke, P.L.C.	Legal	2,714.30
DGR and Associates Company	Engineering	6,863.65
Dickinson County News	Publishing	674.82
Dickinson County Recycling Ctr	Recycling	49.00
Ditch Witch of Minnesota and Iowa	Maintenance	41.22
Don Pierson Ford Lincoln, Inc.	Truck Service	178.38
Hawkins, Inc.	Chemicals	2,018.19
Heller Enterprises, LLC	Equipment Rental	100.00
Ia Assoc of Muni Utilities	ISEP Safety Training	1,315.00
JAY BIRDSALL	CREDIT REFUNDS - 55909	37.01
John T. Jones Construction Co.	Payment Request #14 - WTP	2,429,633.71
Marco, Inc.	Copier Contract	150.07
Menard, Inc.	Supplies	42.47
Milford Auto Care	Truck Service	287.40
Milford Electric, Inc.	Generator Repair	3,249.47
National Benefit Services, LLC	Employee Benefits	9.00
NEW Cooperative, Inc.	Fuel	163.83
Power Line Supply	Safety, Inventory	967.95
Professional Computer Solutions, LLC	Computer Hosting Fees, Programming	3,127.00
R & D Industries, Inc.	Computer Support, Contract, Repair	2,648.09
Sibley Sheet Metal, Inc.	Heater & Installation	5,190.00
Spencer Municipal Utilities	Subcontractor	255.00
State Hygienic Laboratory	Lab Testing	108.00

Storey Kenworthy	Office Supplies	98.31
Stuart C. Irby Co.	Inventory, Distribution	7,039.94
Terracon Consultants, Inc.	WTP Project - Geotechnical Inspection	9,404.25
Tiger Pride Lawn Care	Pest Control	90.00
Titan Machinery Inc.	Equipment Maintenance	451.53
True Value - Milford	Supplies	215.73
Upper Des Moines Opportunity	LIHEAP Reimbursement	794.87
Wedeking Pit & Plant, Inc.	Distribution	148.14
Winther, Stave & Co., LLP	Audit Fees	2,500.00
Ziegler, Inc.	Engine Maintenance	4,501.53
Aflac	Employee Funded Benefit AFLAC	606.72
Aspire	Employee Funded Benefit	345.00
Aspire	Employee Funded Benefit	395.00
Base	FSA Claim	50.00
Base	FSA Claim	1,545.00
Black Hills Energy	Gas Service	323.42
Collection Services Center	Employee Withholding	184.61
Collection Services Center	Employee Withholding	184.61
Department of Energy	WAPA	29,231.81
Internal Revenue Service	Fica, Med, FWH 12.27.24	7,694.83
Internal Revenue Service	Fica, Med, FWH 1.10.25	7,443.45
Iowa Department of Revenue	Monthly Sales & Use Tax	6,424.32
Iowa Department of Revenue	Monthly WET Tax	9,413.93
Iowa Department of Revenue	Monthly Withholding	2,656.00
IPERS	Dec 24 IPERS	9,932.09
MidAmerican Energy	Neal 4	17,000.00
Milford Communications	Phone	391.91
MMU	Utilities	5,522.34
MMU - Investment Fund	Nov 2024 EUSC Transfer	117,020.48
MMU-Medical Insurance Account	Dec 24 FSA Transfer	838.62
NIMECA	Power Bill	66,148.59
NIMECA	APX-NAR Transfer Fees	81.87
NIMECA	Employee Benefits	290.01
Principal Life	Employee Benefit	512.83
Reliance Standard Life Insurance Company	Employee Benefit	394.59
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	75.10
Verizon Wireless	Phone	353.13
Wellmark	Employee Benefit	15,396.47

Milford Municipal Utilities Business

1. Jerad Alger to address the Board on bulk water purchase to fill a pool.

   Mr. Alger is installing a new liner in his swimming pool this spring and wanted to get a bulk meter to hook onto the fire hydrant in his yard so they can fill the pool very quickly. Willemssen has had similar requests, and the customer was not allowed to connect to the hydrant. Alger explained the need to have the pool filled quickly. The Board directed Willemssen to provide a bulk meter, connect the meter to the hydrant,

and charge for services accordingly. Walters/Wharton made a motion to approve Jerad Alger's request. Motion passed unanimously.

2. Consideration and possible approval of 2025 Board Chairman

   Wharton/Walters made a motion to approve Todd Johnson as the Board Chairman. Motion passed unanimously.

3. Consideration and possible approval of 2025 Board Vice Chairman

   Wharton/Johnson made a motion to approve Kirb Walters as the Board Vice Chairman. Motion passed unanimously.

4. Consideration and possible approval of 2025 Board Secretary-Treasurer. Motion passed unanimously.

   Walters/Johnson made a motion to approve Wharton as the Board Secretary-Treasurer. Motion passed unanimously.

5. Consideration and possible approval of 2025 Personnel Committee

   Wharton/Walters made a motion to approve Todd Johnson and Kirb Walters as the Board Personnel Committee. Motion passed unanimously.

6. Consideration and possible approval to authorize 2025 Mileage Rate Reimbursement.

   Walters/Wharton made a motion to approve the 2025 Mileage Rate Reimbursement of $.70 per mile. Motion passed unanimously.

7. Consideration and possible approval of WTP Payment Request #14

   Wharton/Walters made a motion to approve the WTP Payment Request #14 of $2,429,633.71. Motion passed unanimously.

8. Consideration and possible approval of WTP Change Order #1

   Wharton/Walters made a motion to approve the WTP Change Order #1 for $451,317.00. Motion passed unanimously. The DNR has requested, as part of the plan review of the Construction permit, multiple requests for pipe material additions throughout the plant.

9. Consideration and possible approval of Terracon Change Order

   Wharton/Walters made a motion to approve the Terracon Change Order for $84,160.00. Motion passed unanimously. The amount is a quote and the final amount is expected to be less.

10. Consideration and possible approval of Task Order #FY 25-01 – Water Utility Cost of Service Analysis

    Wharton/Walters made a motion to table the Bolton & Menk Task Order #FY25-01 for $21,900.00. Motion passed unanimously. This would be to study the cost of distribution vs. production of water, to help determine water rate structure. Willemssen will look into further options and research if something similar has been done in the past.

11. Consideration and possible approval of Task Order 10 - Cash Flow Projection – Electric Fund

    Wharton/Walters made a motion to approve DGR Task Order 10. The fee arrangement will not exceed $7,000. Motion passed unanimously. DGR will review the electric utility cost of service.

12. Discussion on reciting the Pledge of Allegiance

    Wharton/Walters made a motion to approve adding the Pledge of Allegiance following the meeting being called to order. Motion passed unanimously.

Items discussed in the Manager's Report:

1. The transformer for the Electric Substation project will be delivered to the site the week of January 27. The circuit interrupter has been delayed and is expected to be delivered in April. The project contractor N&M Power will start in March with a proposed completion in June.
2. On the WTP project, they have been pouring concrete on the south end of the sedimentation tank and walkways in the area of the sedimentation tank and pump room. The precast walls are scheduled to be set in February.
3. The City of Milford submitted a bill for the A34 innerduct installation and additional water materials of $85,073.43. The Memorandum of Understanding with the City states that MMU will pay the City a not to exceed amount for the innerduct installation of $78,103.00. It was discovered that the City was billed in excess of this amount. The City asked if the Board would consider splitting the excess amount billed. Willemssen will investigate the bill further with the assistance of MMU's electric engineering firm and report back at the February meeting.

The Board of Trustees adjourned the meeting at 4:46 p.m. The next regular meeting of the Milford Municipal Utilities Board of Trustees will be February 18, 2025, at 4:00 p.m.

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Todd Johnson, Chairman

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Kevin Wharton, Board Secretary