# Board Meeting August 19, 2025

The Milford Municipal Utilities Board of Trustees met in regular session on Tuesday, August 19, 2025, at 4:00 P.M. in the Community Center Board Room. In attendance were Board Trustees Todd Johnson, Kirb Walters, and Chad Wellendorf; General Manager Brad Willemssen; Water Superintendent Newcomer. Also in attendance was Bolton & Menk Engineer Josh Pope. Others present were Chris Hinshaw, Dave Ellerbusch, Haley Barber, Randy Heikens, Connie Bjornstad, Ruth Ann Van Donslear, Katy Carey, Alan Blake, Darlen Powers, Sheila Thelen, Nancy Heikens, Donna Tielbur, Matt Heikens, Levi Markwardt, Nate McCormick, Denise Wann, Deb Bode, and Greg Jorgensen. Kevin Wharton, absent.

Chairman Johnson called the meeting to order.

Chairman Johnson led the Pledge of Allegiance

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

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

Chairman Johnson opened the public hearing at 4:04 p.m. Speakers were asked state their name and community of residence, limit their comment time to 3 minutes and 10 speakers were allowed to speak at the hearing. No comments were provided to the office prior to the hearing. Chairman Johnson closed the public hearing at 4:40 p.m.

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| Amy's Sign Design | MMU Decals | 216.00 |
| Arnold Motor Supply | Supplies | 451.59 |
| Base | Cafeteria Renewal | 316.00 |
| Bolton & Menk, Inc. | Design/Construction of New WTP | 104,230.15 |
| Bomgaars | Distribution, Tools | 938.82 |
| Burgin Lawn Service | Mowing | 1,850.00 |
| Card Service Center | Postage, Water Conference, Community Development | 1,246.34 |
| City Laundering Company | Rugs | 183.41 |
| City of Milford | Building Expense July | 392.44 |
| City of Milford | July 25 City swr, ss, cc fee | 50,503.12 |
| Cooperative Response Center, Inc. | On Call Phone Service | 644.32 |
| Core & Main LP | Distribution | 14,162.52 |
| Dairyland Power Cooperative | Delinquency 7.21.25, Statement Printing | 1,727.93 |
| Data Integration, Inc. | Locate flags | 3,152.50 |
| DeKoter, Thole, Dawson, Rockman & Krikke, P.L.C. | Legal | 742.50 |
| DGR and Associates Company | Engineering | 3,463.50 |
| Dickinson County News | Publishing | 143.67 |
| Dickinson County Treasurer | Property Tax | 1,698.00 |
| Don Pierson Ford Lincoln, Inc. | Truck Service | 223.68 |
| Hach Company | Lab Testing Supplies | 689.00 |
| Hawkins, Inc. | Chemicals | 11,617.78 |
| IGL Sanitary District | Semi Annual Sewer | 1,183.19 |
| Iowa One Call | Locates | 902.50 |

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| Itron, Inc. | Hardware and Software Quarterly Maintenance | 506.12 |
| John T. Jones Construction Co. | Payment Request # 21- WTP | 435,016.67 |
| Milford Auto Care | Service Trucks | 387.19 |
| Milford Communications | Internet-Phone | 406.59 |
| Minger Construction Co., Inc. | Hwy 71 Raw Watermain Project-Final 5% | 22,504.48 |
| National Benefit Services, LLC | Employee Benefits-June | 9.00 |
| NEW Cooperative, Inc. | Fuel | 38.72 |
| NIMECA | Employee Benefits | 299.13 |
| Plumbing & Heating Wholesale Inc. | Distribution | 636.30 |
| Power Line Supply | PPE FR Uniform | 1,879.95 |
| Professional Computer Solutions, LLC | Computer Support | 2,443.30 |
| R & D Industries, Inc. | Computer Contract and Support | 6,112.00 |
| Radcliffe Directional Drilling LLC | Subcontractor | 5,942.00 |
| Redcort Software, Inc. | Timeclock support | 175.00 |
| Resco | DIstribution | 843.43 |
| Sibley Sheet Metal, Inc. | Office A/C Maintenance | 142.50 |
| Spencer Municipal Hospital | Drug screen | 79.26 |
| State Hygienic Laboratory | Lab Testing | 1,609.00 |
| Storey Kenworthy | Office supplies | 345.12 |
| Stuart C. Irby Co. | Safety, Inventory | 1,379.16 |
| Sunshine Foods | Supplies | 6.99 |
| Tiger Pride Lawn Care | Pest Control | 40.00 |
| True Value - Milford | 7.31 statement | 277.65 |
| Van Wert Inc. | Water meters | 8,853.07 |
| Winther, Stave & Co., LLP | 6-30-24 Audit Financial Statement | 10,600.00 |
| Zach Nelson | Travel | 21.40 |
| JACKIE KLEPPER | Water deposit refund | 75.00 |
| Upper Des Moines Opportunity | LIHEAP Reimbursement | 362.30 |
| Aflac | Employee Funded Benefit AFLAC | 531.78 |
| Aspire | Employee Funded Benefit | 320.00 |
| Aspire | Employee Funded Benefit | 320.00 |
| Base | FSA Claim | 162.38 |
| Black Hills Energy | Gas Service | 98.46 |
| Collection Services Center | Employee Withholding | 184.61 |
| Collection Services Center | Employee Withholding | 184.61 |
| Department of Energy | WAPA | 31,335.60 |
| Internal Revenue Service | Fica, Med, FWH 7.25.25 | 7,266.37 |
| Internal Revenue Service | FICA, MED, FWH | 8,955.76 |
| Iowa Department of Revenue | Monthly Sales and Use Tax | 7,473.46 |
| Iowa Department of Revenue | June 25 Water Excise Tax | 10,749.16 |
| Iowa Department of Revenue | Monthly Withholding | 1,729.00 |
| IPERS | IPERS penalty | 20.00 |
| IPERS | July 25 IPERS | 9,682.99 |
| MidAmerican Energy | Neal 4 | 28,000.00 |
| MMU - Investment Fund | June 2025 EUSC Transfer | 118,768.52 |
| MMU-Medical Insurance Account | July 2025 FSA Transfer | 764.76 |
| MMU | Utilities | 4,739.68 |
| NIMECA | MRES Payment 2025 | 11,577.41 |
| NIMECA | Power Bill | 64,244.87 |
| NIMECA | MRES Payment | 11,577.41 |

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| Onsite Service Solutions LLC | Annual Analyzer Maintenance | 3,375.00 |
| Principal Life | Employee Benefit | 515.05 |
| Reliance Standard Life Insurance Company | Employee Benefit | 390.95 |
| 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 | 275.69 |
| Wellmark | Employee Benefit | 15,393.19 |

**Milford Municipal Utilities Business**

1. Consideration and possible approval of WTP Payment Request #21

Walters/Wellendorf made a motion to approve the WTP Payment Request #21 of $435,016.67. Motion passed unanimously.

2. Consideration and possible approval of an easement at Doug Small property

Wellendorf/Walters made a motion to approve an easement at Doug Small property in exchange for $4,500.00. Motion passed unanimously.

3. Consideration and possible approval of employee pay increase

Zach Nelson completed his Journeyman Lineman test, receiving an exam score of 94%. MMU requires the lineman to complete testing to become a Journeyman, and the lineman then receives a raise following exam tests. Walters/Wellendorf made a motion to approve a raise for Zach to a wage of $37.17 per hour. Motion passed unanimously.

4. Consideration and possible approval of Nondisclosure Statement

Walters/Wellendorf made a motion to approve a Nondisclosure Statement with Iowa Public Power Agency. Motion passed unanimously.

5. Authorize and approve Confidentiality Agreement regarding electric transmission planning and construction and critical energy infrastructure.

Wellendorf/Walters made a motion to authorize and approve the Confidentiality Agreement by and between IPPA, MRES, NIMECA, and such cities, municipal electric utilities, joint-action agencies, and/or electric transmission planning and construction and critical energy infrastructure, and to authorize and direct the Chairperson and Secretary to execute and deliver the Confidentiality Agreement. Motion passed unanimously.

6. Consideration and possible approval of Pioneer Booster Club Membership

No action was taken.

7. Consideration and possible approval of closed session pursuant to Iowa Code Section 21.5(1)(i)

Walters/Wellendorf made a motion to go into closed session to evaluate the need for additional leave of an individual, which is at the request of the individual and necessary pursuant to Iowa Code. The Board went into closed session at 4:55 p.m. Motion passed unanimously.

Wellendorf/Walters made a motion to come out of closed session at 5:04 p.m. Motion passed unanimously.

Walters/Wellendorf made a motion to approve employee leave as discussed in closed session. Motion passed unanimously.

Manager's Report

**-WTP project.** JTJ has been working on piping in the area of the pipe gallery, pump room, chlorine contact tank, and clear well.

**-Substation project.** The project is scheduled to start on August 18th. The project is scheduled for 8 months.

**-RAGBRAI.** RAGBRAI went well. We had a problem with one of the generators and an illegal hydrant connection was corrected. The totals for in kind labor was 342.75 regular hours and 98.5 overtime hours.

The meeting adjourned at 5:25 p.m.