Board Meeting September 16, 2025

The Milford Municipal Utilities Board of Trustees met in regular session on Tuesday, September 16, 2025, at 4:00 P.M. in the Community Center West Room. In attendance were Board Trustees Todd Johnson, Kirb Walters, and Chad Wellendorf; General Manager Brad Willemssen; Utility Employee Water Superintendent Newcomer. Also in attendance was Bolton & Menk Engineer Josh Pope. Others present were Amanda Plathe, Alan Blake, Deanna Donkersloot, Michelle Adams, Matt Heikens, Luke Kastinec, Denise Wunn, Deb Bode, Jamie Hicks, Mary Jo Jorgensen, Whitney Nelson, Debbie Garrett, Stephan Dullard, Nick Donkersloot, Ruth Ann VanDonslear. Kevin Wharton, absent.

Chairman Johnson called the meeting to order.

Chairman Johnson led the Pledge of Allegiance

Wellendorf/Walters 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:

Vendor	Description	Amount
Amy's Sign Design	Transformer Decals	551.05
Asher Motor Company, Inc.	Dodge Tk Maintenance	83.41
Base	Cafeteria Monthly	30.00
Bolton & Menk, Inc.	Engineering	43,377.34
Burgin Lawn Service	Mowing	1,480.00
Card Service Center	Water Conference, Plant Maintenance	641.54
City Laundering Company	Rugs Water Plant/Power Plant	98.75
City of Milford	Building, City swr, ss, cc fee	57,357.77
Cooperative Energy Company	Fuel	11,364.11
Cooperative Response Center, Inc.	On Call Phone Service	626.51
Core & Main LP	Distribution/Tools	7,335.47
Dairyland Power Cooperative	Aug 25 Delinquency-Statement Printing	1,717.00
DGR and Associates Company	Engineering	11,113.75
Dickinson County News	Publishing Minutes	173.32
Dickinson County Recycling Ctr	Recycling	19.00
Hawkins, Inc.	Chemicals	8,638.10
Iowa One Call	Locates	647.40
John T. Jones Construction Co.	Payment Request No. 22-WTP	406,428.99
LEBON MULANGALIRO	CREDIT REFUNDS - 63643	49.25
Menard, Inc.	Supplies	41.48
Municipal Supply, Inc.	Supplies for Distribution	701.50
NEW Cooperative, Inc.	Fuel	189.61
Power Line Supply	PPE Uniform	1,154.41
Professional Computer Solutions, LLC	Computer Hosting Fees	1,540.96
R & D Industries, Inc.	Computer Support	4,179.02
Redcort Software, Inc.	Annual Timeclock Support Plan	175.00
Sam Wedeking Excavating, Inc.	Subcontractor	3,642.50
State Hygienic Laboratory	Outside Testing	177.50
Storey Kenworthy	Office Supplies	411.15

Stuart C. Irby Co.	Inventory	2,388.00
Tiger Pride Lawn Care	Pest Control Power and Water Plant	90.00
True Value - Milford	Supplies	242.86
Westrum Leak Detection, Inc.	Water Leak Detection Survey	2,100.00
Plymouth County Treasurer	Property tax -Plymouth County	42.00
Doug Small	Legal-Easement	4,500.00
Woodbury County Treasurer	Property tax-Woodbury County	1,560.50
Upper Des Moines Opportunity	LIHEAP Reimbursement	80.68
Base	FSA Claim	215.00
John T. Jones Construction Co.	Payment Request # 21- WTP	435,016.67
Internal Revenue Service	FICA, MED, FWH	8,569.68
Collection Services Center	Employee Withholding	184.61
Aspire	Employee Funded Benefit	320.00
MMU - Investment Fund	July 2025 EUSC Transfer	112,951.08
Department of Energy	WAPA	33,920.25
Verizon Wireless	Phone Data 3 collector boxes	75.12
Principal Life	Employee Benefit	515.05
Wellmark	Employee Benefit	16,355.96
United Community Bank	Loan Payment	7,883.11
Reliance Standard Life Insurance Company	Employee Benefit	390.95
Verizon Wireless	Phone	313.09
United Community Bank	Water Meter Loan Payment	7,637.09
United Community Bank	Electric Distribution Loan Payment	31,938.41
MidAmerican Energy	Neal 4	32,000.00
Iowa Department of Revenue	July 25 water excise tax	11,670.66
Iowa Department of Revenue	Monthly Sales and Use Tax	9,172.23
NIMECA	Power Bill	65,797.13
NIMECA	Sept25 STD	300.63
Milford Communications	Phone	406.59
Internal Revenue Service	Fica, Med, Fwh 9.5.25	7,155.97
Collection Services Center	Employee Withholding	184.61
Aspire	Employee Funded Benefit	320.00
Aflac	Employee Funded Benefit AFLAC	531.78
MMU-Medical Insurance Account	Aug 25 FSA Transfer	764.76
IPERS	Aug 25 IPERS	11,074.52
Iowa Department of Revenue	Monthly State Tax Withholding	2,043.00
Milford Communications	Phone-Internet	0.20
Milford Utilities		4,606.92

Chairman Johnson opened the public hearing at 4:02 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. Comments were provided to the office prior to the hearing. The Board was provided copies of the comments. Chairman Johnson closed the public hearing at 4:54 p.m.

Milford Municipal Utilities Business

1. Consideration and possible approval of continued use of fluoride in Milford City water.

Walters/Wellendorf made a motion to table the use of fluoride in Milford City water. Motion passed unanimously.

2. Consideration and possible approval of WTP Payment Request #22

Walters/Wellendorf made a motion to approve WTP Payment Request #22 for $406,428.99. Motion passed unanimously.

3. Consideration and possible approval of Board Secretary-Treasurer

Walters/Johnson made a motion to approve Chad Wellendorf as Secretary-Treasurer. Motion passed unanimously.

4. Consideration and possible approval of Resolution 2025-09-01-Authorized Signers

Walters introduced Resolution 2025-09-01-Authorized Signers, and that the same be adopted. Johnson seconded the motion. The roll was called and the vote was: Ayes: Johnson, Walters, Wellendorf; Nays: none. Whereupon, the Chairman declared the resolution be duly adopted. Wharton, absent.

5. Consideration and possible approval of Resolution 2025-09-02-Setting a Public Hearing

Walters introduced Resolution 2025-09-02-Setting a Public Hearing, and that the same be adopted. Wellendorf seconded the motion. The roll was called and the vote was: Ayes: Johnson, Walters, Wellendorf; Nays: none. Whereupon, the Chairman declared the resolution be duly adopted. Wharton, absent.

6. Consideration and possible approval of locator purchase

Wellendorf/ Walters made a motion to approve the purchase of 2 locators from Core & Main for $14,038.00 each. Motion passed unanimously.

Manager's Report

-WTP project. Contractors have been working on electric, HVAC, and plumbing. JTJ has been installing sewer and storm sewer and making connections in streets.

-Substation project. The contractor has been working on T1 (north transformer). We have generated two different times for Corn Belt to complete work for the project.

-Open meetings and open records training requirement meeting. The State of Iowa recently passed a law requiring Boards and Councils to complete training on open meetings and open records training. Iowa Association of Municipal Utilities (IAMU) is offering in-person training at Spencer on September 30th. There will be a presentation on Industry Issues and Association Updates from 6:00 to 7:00 and then the State required Open Meetings and Records Training from 7:00 to 8:00.
Ahlers Law will also offer a webinar on October 3rd.

-A34 innerduct duct pay request. Chairman Johnson reported that Trustee Walters and Johnson met with a committee from the City to discuss the access pay requested by the City for the installation of the innerduct for the A34 project. MMU paid the amount required by the Memorandum of Understanding and the City agreed to pay the access amount that was charged.

The meeting adjourned at 5:25 p.m.