Board Meeting October 21, 2025

The Milford Municipal Utilities Board of Trustees met in regular session on Tuesday, October 21, 2025, at 4:00 P.M. in the Community Center Board Room. In attendance were Board Trustees Todd Johnson, Kirb Walters, and Chad Wellendorf (by phone); General Manager Brad Willemssen and Water Superintendent Newcomer. Also in attendance was Bolton & Menk Engineer Josh Pope and others from the public. 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.

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

Alger Companies	Distribution	$ 231.00
AMANDA SMITH	Customer Rebate Reimbursement	$ 500.34
American Water Works Asso	AWWA Annual Membership Dues 2026	$ 450.00
Arnold Motor Supply	Supplies, Truck Maintenance	$ 484.77
Base	Cafeteria Monthly	$ 30.00
Bolton & Menk, Inc.	Engineering	$ 51,605.13
Burgin Lawn Service	Mowing	$ 1,110.00
Card Service Center	Printer/Toner/Parts	$ 1,811.85
City Laundering Company	Rugs	$ 113.99
City of Milford	Blacktop 11th & N, L Ave, City Hall	$ 3,532.29
City of Milford	City sewer, storm sewer, cc fee	$ 55,322.74
City of Milford	Building Expense Sept 25	$ 430.46
Cooperative Energy Company	Fuel	$ 626.40
Cooperative Response Center, Inc.	On Call Phone Service	$ 608.55
Core & Main LP	Distribution-Hydrant markers, locators	$ 33,794.60
Dairyland Power Cooperative	Newsletter Insert	$ 365.85
Dairyland Power Cooperative	Statement Printing Sept 25	$ 1,525.59
Dairyland Power Cooperative	Redesign billing statements	$ 2,817.50
DeKoter, Thole, Dawson, Rockman & Krikke, P.L.C.	Legal	$ 1,660.00
DGR and Associates Company	Engineering	$ 18,721.40
Dickinson County News	Publishing	$ 157.50
Dickinson County Recycling Ctr	Recycling	$ 30.00
H & D Underground, Inc.	Subcontractor	$ 2,000.00
Hawkins, Inc.	Chemicals	$ 9,255.62
Ia Assoc of Muni Utilities	ISEP Safety Training	$ 1,315.00
Ia Depart of Natural Res	2026 Iowa Water Use Permit Fee	$ 115.00

Itron, Inc.	Quarterly Software and Hardware Maintenance	$ 506.15
KRISTIE ROLLING	CREDIT REFUNDS - 65105	$ 38.79
L & S Electric, Inc.	Breaker Repair in Substation	$ 3,220.00
Lacey Van Kleek	Travel Reimbursement	$ 313.55
Linda Ruble	Travel, Community Development	$ 468.44
Marco, Inc.	Copier Contract	$ 142.09
Milford Auto Care	Truck Service & Repair	$ 190.75
MILFORD STORAGE LLC	CREDIT REFUNDS - 61947	$ 59.20
Municipal Supply, Inc.	Sensus Annual Support Software	$ 3,150.00
National Benefit Services, LLC	Employee Benefits-July 25	$ 18.00
NEW Cooperative, Inc.	Fuel	$ 131.21
Power Line Supply	PPE Uniform	$ 1,985.98
Professional Computer Solutions, LLC	Monthly Invoice for Oct 25	$ 2,340.50
R & D Industries, Inc.	Sept 25 Monthly Tech Support Labor	$ 2,705.55
Reserve Account	Prepaid Postage Account	$ 700.00
Sam Wedeking Excavating, Inc.	Subcontractor-Lower Gar	$ 3,532.50
State Hygienic Laboratory	Outside Testing	$ 84.50
Storey Kenworthy	Office Supplies	$ 419.75
Stuart C. Irby Co.	Inventory	$ 315.00
Sunshine Foods	Office Supplies	$ 57.83
T L C Embroidery	Uniform embroidery	$ 145.52
Terracon Consultants, Inc.	Engineering	$ 2,051.82
Terracon Consultants, Inc.	Engineering	$ 1,471.25
Terracon Consultants, Inc.	Engineering	$ 1,053.75
Tiger Pride Lawn Care	Pest Control	$ 90.00
TRACIE FAHNESTOCK	CREDIT REFUNDS - 61312	$ 66.18
True Value - Milford	Supplies	$ 208.34
UnityPoint Clinic-Occupational Medicine	Drug screen	$ 42.00
Utility Equipment Company	Inventory	$ 2,093.00
Van Wert Inc.	Meter Maintenance-Antenna	$ 156.18
Web Graphics	Office supplies	$ 459.40
Wedeking Pit & Plant, Inc.	Warehouse gravel, fill, pea rock	$ 435.54
T L C Embroidery	Uniform embroidery	$ 179.76
Pitney Bowes	Postage meter lease	$ 142.53
Aflac	Employee Funded Benefit AFLAC	$ 531.78
Aspire	Employee Funded Benefit	$ 320.00
Aspire	Employee Funded Benefit	$ 320.00
Aspire	Employee Funded Benefit	$ 320.00
Black Hills Energy	Gas Service	$ 92.16
Collection Services Center	Employee Withholding	$ 184.61
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Department of Energy	WAPA	$ 28,024.60

Internal Revenue Service	09.19.25 FICA, Med, FWH	$ 7,176.55
Internal Revenue Service	FICA, Medicare, FWH 10.03.25	$ 6,949.41
Iowa Department of Revenue	August 25 Water Excise Tax	$ 11,029.10
Iowa Department of Revenue	Monthly Sales and Use Tax	$ 9,302.00
Iowa Department of Revenue	Monthly State Tax Withholding	$ 1,697.00
IPERS	Sept 25 IPERS	$ 9,573.93
MidAmerican Energy	Neal 4	$ 24,000.00
Milford Communications	Phone-Internet	$ 408.14
MMU	Utilities	$ 5,279.95
MMU - Investment Fund	Aug 2025 EUSC Transfer	$116,919.83
MMU-Medical Insurance Account	Sept 25 FSA Transfer	$ 764.76
NIMECA	Power Bill Aug 25	$ 56,796.49
NIMECA	Disability Insurance Oct 25 LTD	$ 300.63
NIMECA	Property tax 1st Half 2025	$ 204.00
NIMECA	Property insurance-substation EFT 10.14.25	$ 36.52
Principal Life	Employee Benefit	$ 515.05
Reliance Standard Life Insurance Company	Employee Benefit	$ 403.73
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	$ 361.87
Wellmark	Employee Benefit	$ 15,775.83

Chairman Johnson opened the public hearing on the SAFCO Area Electric Distribution Improvements at 4:06 p.m. No comments were made at the meeting. No comments were provided to the office prior to the hearing. Chairman Johnson closed the public hearing at 4:07 p.m.

Milford Municipal Utilities Business

1. Consideration and possible approval of Resolution 2025-10-01 approving the SAFCO Area Electric Distribution Improvement Plans, Specifications, Form of Contract, and Estimate of Costs for the Furnishing of Major Materials.

Walters introduced Resolution 2025-10-01-Approving the SAFCO Area Electric Distribution Improvement Plans, Specifications, Form of Contract, and Estimate of Costs for the Furnishing of Major Materials, 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.

2. Consideration and possible approval of Resolution 2025-10-02-Setting a Public Hearing

Wellendorf introduced Resolution 2025-10-02-Setting a Public Hearing, and that the same be adopted. Walters 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.

3. Consideration and possible approval of continued use of hydrofluoric acid in Milford City water.

Milford's water source naturally has .25mg to .40 mg of fluoride. The Iowa Department of Health recommends fluoride levels in drinking water to be .70 mg. The Iowa Department of Natural Resources does not require the addition of fluoride to public drinking water systems. Wellendorf/Walters made a motion to discontinue the use of hydrofluoric acid in Milford City water. Motion passed unanimously.

4. Consideration and possible approval of WTP Payment Request #23

Wellendorf/Walters made a motion to approve WTP Payment Request #23 for $1,214.569.73. Motion passed unanimously.

5. Consideration and possible approval of Substation Payment Request #2

Walters/Wellendorf made a motion to approve Substation Payment Request #2 for $111,942.98. Motion passed unanimously.

6. Consideration and possible approval of employee pay increase

Peter Nasby completed his Water Operator Grade 1 Treatment and Distribution test. Walters/Johnson made a motion to approve a raise for Peter to a wage of $28.94 per hour. Motion passed unanimously.

7. Consideration and possible approval of Resolution 2025-10-03 approving Iowa Utilities Commission inspection plan

Wellendorf introduced Resolution 2025-10-03-Approving Iowa Utilities Commission inspection plan, and that the same be adopted. Walters 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.

8. Consideration and possible approval of Meter Tester quote

Walters/Wellendorf made a motion to approve the purchase of a Meter Tester for $9,594.00. Motion passed unanimously.

9. Consideration and possible approval of Phase Tracker quote

Wellendorf/Walters made a motion to approve the purchase of a phase tracker for $6,350.00. Motion passed unanimously.

10. Review of letter of intent to serve Spirit of Okoboji Development

Osceola County Rural Water System sent a request to serve water within a 2-mile radius of the city limits of Milford. The MMU Board of Trustees then reviewed the letter and analysis of the area to be served. The letter will be sent to Osceola County Rural Water System denying their request to serve the area.

Manager's Report

-WTP project. Contractors have been working on electric, HVAC, and plumbing. The concrete contractor will be pouring the driveways and parking areas.

-Substation project. The contractor has been working on T2 (south transformer). The transformer has been removed, and the concrete basin has been started.

-Okoboji Community Schools. A draft of the Memorandum Of Understanding, for the Elementary School construction, has been sent to the school for their review.

-Open meetings and open records training requirement meeting. Trustees Walters and Wellendorf attended the open meetings training at Weasy's. Trustee Johnson received the required training by a webinar presented by Ahlers Law.

-Employee evaluations. The evaluations will be completed in October The Personnel Committee will meet in November to review the evaluations and employee policies.

The meeting adjourned at 4:45 p.m.