Board Meeting December 16, 2025

The Milford Municipal Utilities Board of Trustees met in regular session on Tuesday, December 16, 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. Also in attendance were David Worshek and Bolton & Menk Engineer Josh Pope. Board Trustee Kevin Wharton was absent.

Chairman Johnson called the meeting to order.

Chairman Johnson led the Pledge of Allegiance

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

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

ANCHOR DEVELOPMENTS LLC	CREDIT REFUNDS - 63354 809 6TH ST	13.12
Arnold Motor Supply	Supplies	301.83
Avera Heart Hospital of South Dakota	AED Batteries	510.00
Base	Cafeteria Monthly	30.00
Bolton & Menk, Inc.	Engineering	44,798.25
Brad Willemssen	Reimburse Materials - Substation Project	3,813.12
Card Service Center	Travel, Education, Office Supplies	1,783.28
City Laundering Company	Rugs	72.99
City of Milford	City Sewer, Storm Sewer, CC Fee	54,974.58
Cooperative Response Center, Inc.	On Call Phone Service	764.78
Core & Main LP	Distribution	564.42
Dairyland Power Cooperative	Statement Printing	1,950.95
Iowa Utilities Commission	FY2026 IUC/OCA Direct Assessment	1,387.13
JENNIFER HELLE	CREDIT REFUNDS - 22413	318.69
John T. Jones	Payment Request #25 - WTP	1,759,807.83
Ken Behrens	Subcontractor	200.00
Lakes Lawn LLC	Lawn Care	1,006.03
Menard, Inc.	Supplies	383.37
MHR Insurance	Work Comp & General Liability Audit	5,637.00
Milford Auto Care	Truck Service	221.65
N&M Power Company	Electric Substation Payment Request #3	95,264.00
National Benefit Services, LLC	Employee Benefits	9.00
NEW Cooperative, Inc.	Fuel	131.74
Power Line Supply	Safety, Distribution	609.79
Professional Computer Solutions, LLC	Annual Contract, Monthly Hosting Fee	24,766.50
R & D Industries, Inc.	Computer Contract & Support	1,885.90
Radcliffe Directional Drilling LLC	Subcontractor	18,541.50
Sibley Sheet Metal, Inc.	Repair & Service Call	319.95
State Hygienic Laboratory	Lab Testing	107.50
Storey Kenworthy	Office Supplies	233.29
Sunshine Foods	Supplies	74.52
TBZR.LLC	Equipment	1,647.80
The Accurate Court Reporter	Subscription	168.00
Tiger Pride Lawn Care	Pest Control	90.00
True Value - Milford	Supplies	98.48
Wade Newcomer	Uniform	129.98
YOUR HAIR LOOKS GOOD TODAY	CREDIT REFUNDS - 60715 607 202ND ST	76.82

Ziegler, Inc.	Engine Maintenance	139.98
Aflac	Employee Funded Benefit AFLAC	531.78
Aspire	Employee Funded Benefit	320.00
Aspire	Employee Funded Benefit	320.00
Base	FSA Claim	2,112.00
Base	FSA Claim	303.77
Base	FSA Claim	1,950.00
Black Hills Energy	Gas Service	47.51
Collection Services Center	Employee Withholding	184.61
Collection Services Center	Employee Withholding	184.61
Department of Energy	WAPA	32,712.95
Internal Revenue Service	Fica, Med, FWH 11.28.25	7,037.39
Internal Revenue Service	FICA, Med, FWH	8,190.81
Iowa Department of Revenue	Monthly Sales & Use Tax	8,633.30
Iowa Department of Revenue	Monthly WET Tax	7,070.85
Iowa Department of Revenue	Monthly Withholding	1,628.00
Iowa Finance Authority	SRF Loan Interest - WTP	318,379.23
IPERS	Nov 25 IPERS	9,194.33
MidAmerican Energy	Neal 4	47,000.00
Milford Communications	Phone	408.06
MMU	Utilities	5,617.48
MMU - Investment Fund	Oct 2025 EUSC Transfer	117,591.23
MMU-Medical Insurance Account	Nov 25 FSA Transfer	764.76
NIMECA	Power Bill	54,679.57
NIMECA	Employee Benefits	300.63
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	75.06
Verizon Wireless	Phone	313.24
Wellmark	Employe Benefit	15,775.83

Public Hearing on SAFCO Area Electric Distribution Improvements plans, specifications, form of contract and estimate of costs for the furnishing of minor materials

Chairman Johnson opened the public hearing at 4:08 p.m. No comments were made at the meeting or provided to the office prior to the hearing. Chairman Johnson closed the public hearing at 4:09 p.m.

Milford Municipal Utilities Business

1. Consideration and possible approval of Resolution 2025-12-01 Approving the Award of Contracts for the Furnishing of Minor Materials - SAFCO Area Electric Distribution Improvements for Milford Municipal Utilities

   Walters/Wellendorf made a motion to approve Resolution 2025-12-01. Roll call vote: Ayes – Johnson, Walters, Wellendorf. Nays – None. Absent – Wharton. Motion passed unanimously.

2. Consideration and possible approval of Resolution 2025-12-02 Ordering Bids, Approving Plans, Specification and Form of Contract and Notice to Bidders, Fixing Amount of Bid Security, and Ordering the Board Secretary to Publish Notice and Fixing a Date for Receiving Same and for a Public

Hearing on Plans, Specifications, Form of Contract and Estimate of Costs for the Construction of the Safco Area Electric Distribution Improvements for Milford Municipal Utilities

Wellendorf/Walters made a motion to approve Resolution 2025-12-02. Roll call vote: Ayes – Johnson, Walters, Wellendorf. Nays – None. Absent – Wharton. Motion passed unanimously.

3. Consideration and possible approval of WTP Payment Request #25

   Walters/Wellendorf made a motion to approve WTP Payment Request #25 for $1,759,807.83. Motion passed unanimously.

4. Consideration and possible approval of Substation Payment Request #3

   Walters/Wellendorf made a motion to approve Substation Payment Request #3 for $95,264.00. Motion passed unanimously.

5. Consideration and possible approval of 2024 Electric Distribution Improvements Rebid Final Contract Documents and Authorizing Final Payment

   Walters/Wellendorf made a motion to approve the Final Document for the 2024 Electric Distribution Improvements, DGR Project No. 4210214, as presented to the Board, and authorize final payment of $52,438.74, as recommended by the project engineer. Roll call vote: Ayes – Johnson, Walters, Wellendorf. Nays – None. Absent – Wharton. Motion passed unanimously.

6. Consideration and possible approval of Resolution 2025-12-03 – Approval of Authorized Access to Financial Accounts

   Walters/Wellendorf made a motion to approve Resolution 2025-12-03. Roll call vote: Ayes – Johnson, Walters, Wellendorf. Nays – None. Absent – Wharton. Motion passed unanimously.

7. Consideration and possible approval of employee wages

   The Personnel Committee met and discussed wages and made a recommendation for a 3% increase for all employees. Walters/Wellendorf made a motion to approve a 3% employee wage increase. Motion passed unanimously.

8. Consideration and possible approval of employee bonuses

   The Personnel Committee met and discussed an employee bonus. Their recommendation is $450 per employee. Walters/Wellendorf made a motion to approve a $450 employee bonus. Motion passed unanimously.

9. Consideration and possible approval of Poly Crete pull box quote

   Wellendorf/Walters made a motion to approve the purchase of 12 Poly Crete pull boxes from Irby for $29,400.00. Motion passed unanimously.

Items discussed in the Manager's Report:

1. For the WTP project, contractors have been working on electric, HVAC, and plumbing. The weather stopped the concrete contractor. We have been working on a quote with RDI to have the network fiber and equipment installed for the WTP. The three steel buildings on the property will have the steel replaced to match the Alamo building. We quoted two options for these buildings to either have them painted or replace the steel.
2. For the Substation project, the contractor has been working on T2 (south transformer). The transformer should be set the week of December 15. Niagara will be on site in January to assemble the transformer.

The Board of Trustees adjourned the meeting at 4:50 p.m. The next regular meeting of the Milford Municipal Utilities Board of Trustees will be January 20, 2026, at 4:00 p.m.

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Todd Johnson, Chairman

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Chad Wellendorf, Board Secretary