

NOTICE AND CALL OF PUBLIC MEETING

Government Body: Winterset Municipal Utilities
Date of Meeting: February 15, 2016
Time of Meeting: 8:30 A.M.
Place of Meeting: Electric Generation Plant, 321 N. 1st St.

PUBLIC NOTICE IS HEREBY GIVEN the above-mentioned governmental body will meet at the date, time and place above set out. The tentative agenda for said meeting is as follows:

AGENDA:

1. Call to order, roll call
2. Approval of agenda
3. Minutes of meetings
4. General Manager Report
5. DNR Habitat study for Cedar Lake
6. Watershed discussion
7. Possible water main project, Downtown
8. Water Superintendent Report
9. Electric Superintendent Report
10. Claims

Added items for discussion...

The Board of Trustees of the Winterset Municipal Utilities, Winterset, Iowa, met on February 15, 2016 in accordance with the above Notice & Call of Public Meeting. Chairman Kendall Kerns called the meeting to order with the following members of the Board in attendance.

PRESENT: Steve Montross, Patty Weeks, Kendall Kerns
ABSENT: None

Others in attendance, Steve Benshoof, Utility Water Superintendent, Chuck Johnson, Utility Electric Superintendent, and Andy Jansen.

Chairman Kerns asked for approval of the agenda. Trustee Weeks moved the agenda be approved as changed. Seconded by Trustee Montross. On a voice vote the motion carried.

Chairman Kerns stated the minutes from the January 18th meeting had been provided to the board. Trustee Weeks moved to approve the minutes. Seconded by Trustee Montross. On a voice vote the motion carried.

Mr. Wesselmann was asked to give his report to the board. Mr. Wesselmann stated that he has received a proposal for the water main extension to the square. Mr. Wesselmann stated that he has delivered a letter to the Madison Co. Soil & Water conservation board requesting that they pursue funding to obtain a water shed coordinator. Mr. Wesselmann stated that he is working on the lease for the lake house, Mark and Kayla Hawkins will be leasing the house. Mr. Wesselmann stated that he would be working on a small water rate increase in the coming months in order to offset operational increases.

Chairman Kerns asked Andy Jansen of the IDNR to address the next agenda item, Habitat study for Cedar Lake. Mr. Jansen proceeded to review their findings of the various fish and sizes in Cedar Lake. Mr. Jansen discussed the different habitats needed in the lake to successfully support the different varieties of fish. Mr. Jansen discussed the options available for the management of undesirable fish and the options DNR could assist the utilities with in managing the fish population. Mr. Jansen also discussed improvements to consider for fishing access, such as a concrete boat ramp, benched

jetties and a fishing pier. The board thanked Mr. Jansen for the work he has done and the presentation of suggested improvements to the lake.

Chairman Kerns asked Mr. Wesselmann to address the next agenda item, Watershed discussion. Mr. Wesselmann stated that Trustee Weeks, Mr. Benshoof and himself attended the Soil & Water Conservation board meeting to discuss a watershed coordinator. The Soil & water board stated they were in favor of that idea and asked the utility board submit a request in writing to them to get things going. Mr. Wesselmann stated that he composed a letter making the request and delivered it to the Soil & Water Conservation board offices.

Chairman Kerns asked Mr. Wesselmann to address the next agenda item, possible water main project, downtown. Mr. Wesselmann stated that they had obtained a proposal for engineering to extend a 12" water main from 10th St. to the square. Mr. Wesselmann reported that the quote for engineering was \$179,500. Mr. Wesselmann stated that the city administrator and he would do more research on the matter and recommended that they hold off starting anything at this point. Mr. Wesselmann felt the overall cost of the project would exceed \$2,000,000.

Mr. Benshoof was asked to give the report on the water department. Mr. Benshoof presented the written report to the board and reported that they performed their annual chlorine training and also had a mock chlorine leak drill. Mr. Benshoof discussed some dewatering at the containment structure. Mr. Benshoof stated that they cleaned the clarifiers and performed the annual hoist inspection at the plant. Mr. Benshoof stated that they were cutting dead trees by the lake house and also removed an old shed from the property.

Mr. Johnson was asked to give the report on the electric department. Mr. Johnson presented the written report to the board and reported that they finished terminating transformers and secondary pedestals at the new development. Mr. Johnson reported that they were cutting up a few trees for the street dept. and are trimming trees around power lines. Mr. Johnson stated that we would be reviewing the electric service rules and making some changes to service prices. Mr. Johnson reported that there was 51.5 miles of primary power lines in the city, 12.4 miles overhead and 39.1 miles underground.

Trustee Kerns stated he had reviewed the claims. Trustee Kerns moved to approve the following list of claims. Seconded by Trustee Weeks. Roll call vote:

AYES: Kerns, Weeks and Montross
NAYS: None

UTILITIES

ELECTRIC

PLANT:

Card Services, mtg expense	172.01
CenturyLink, phone service	222.32
City of Winterset, salaries	1,399.28
City of Winterset, salaries	1,532.93
Doc's Soft Water, office supplies	5.89
Shopko Stores Operating Co LLC, office supplies	28.99
SIMECA, purchase power	269,551.54
The Bakery Unlimited, mtg supplies	34.00
Wiegert Disposal, garbage service	36.75

DISTRIBUTION:

A-Tec Energy Corp, energy audits	215.07
Berry Electric, underground service	1,500.00
Border States Electric Supply, line supplies	572.78
Breedings Hardware, hdw supplies/cleaning supplies	153.14
Brittains Std Parts, vehicle maint	413.03
Carquest of Winterset, equipment maint	299.54
Central Iowa Distributing Inc., cleaning supplies	240.15
Central Iowa Power Cooperative, property taxes	29,990.50
CenturyLink, phone service	33.22

City of Winterset salaries	11,120.35
City of Winterset, salaries	11,366.48
CR Services , cleaning supplies	59.40
Family Center, hdw supplies/gloves	20.84
Fletcher Reinhardt Co., line supplies	2,133.53
Iowa Assn of Municipal Utilities, energizers	508.25
Iowa One Call, locates	14.39
Kris-Davis Co., line supplies	887.57
Paul Blythe, rebate	35.00
Stuart C Irby Co., safety glasses	181.18
Todd Halverson, rebate	434.42
Verizon, cellular service	25.05
WESCO, line supplies	308.16
Wiegert Disposal, garbage service	30.00
Winterset Oil Co., gasoline	419.30

ACCOUNTING/COLLECTION:

Bill Rhoads, deposit refund/interest	130.20
Chad Besemer, deposit refund/interest	84.05
Chad Hollerud, deposit refund/interest	131.25
Cherene Taylor, deposit refund/interest	104.00
City of Winterset, reimb internal	1,151.77
City of Winterset, reimb sewer/garbage revenue	10,560.65
City of Winterset, salaries	1,057.96
City of Winterset, salaries	619.24
Dakota Noble, deposit refund/interest	131.25
David Leeson, deposit refund/interest	83.74
Kyle Hanna, deposit refund	125.00
Kyle Rupp, deposit refund/interest	131.25
Marcie McCauslin, deposit refund/interest	131.25
Nathan Sharpnack, deposit refund/interest	131.25
Nathaniel Mason, deposit refund	70.50
Postmaster, postage	120.11
Postmaster, postage	612.77
Robin Ruth, deposit refund	39.72
Rudolf Investments, deposit refund/interest	86.25
Stacey Baudler, deposit refund	131.25
Winterset Municipal Utilities, deposit forb/interest forb	443.11

ADMINISTRATION:

American Public Power Assn, membership dues	1,375.94
Card Services, body cameras	750.15
City of Winterset, benefits	2,469.44
City of Winterset, benefits	9,394.80
City of Winterset, reimb internal	1,151.77
City of Winterset, salaries	2,119.35
City of Winterset, salaries	2,119.35
City of Winterset, transfer	15,810.00
Iowa Assn of Municipal Utilities, member dues	6,008.00
Madison Co Chamber of Commerce, EVP contribution	468.75
Verizon, cellular service	27.21
Water Fund, reimb utilities	8,212.85
Winterset Madisonian, pub	76.63

SALES:

Bertha L Reed, refund	9.23
Courtne Thompson, refund	33.78
Nathaniel Mason, deposit refund	54.50
Thomas Bradley, refund	563.62

TRANSFERS:

Electric Revenue Bond Sinking, transfers	37,086.46
Electric System Improvement, transfers	5,500.00

ELECTRIC REVENUE BOND SINKING FUND

DEBT SERVICE:

SIMECA, debt service 16,000.00

WATER

PLANT:

Agriland FS Inc., gasoline	180.31
Bluetarp Financial, membership	39.99
Breedings Hardware, hdw supplies	18.95
Brittains Std Parts, testing supplies/cleaning supplies	70.48
Card Services, hdw supplies/office supplies	102.14
CenturyLink, phone service	198.12
Chem-Sult Inc., chemicals	8,722.88
City of Winterset, salaries	6,128.68
City of Winterset, salaries	6,503.91
CRP Industries Inc., cleaning supplies	130.35
Federal Express Corp, shipping	144.76
Hach Co, lab testing	187.46
Hach Co., lab testing	1,357.20
Hughes Network Systems LLC, internet services	90.94
Iowa Assn of Municipal Utilities, workshop reg/FEMA plan	550.00
McMasster-Carr Supply Co., plastic fittings/pipe	53.58
Quality Car Care, truck repairs	338.58
South Central Iowa Landfill, house cleanup	92.00
State Hygienic Laboratory, lab testing	233.00
Thornburg Inc., house flooring	1,160.50
USA Blue Book, charts/equip maint	420.45
Verizon, cellular service	80.16
Wiegert Disposal, garbage service	60.00
Winterset Municipal Utilities, utilities	8,212.85
Winterset Oil Co., gasoline	29.55

DISTRIBUTION:

Agriland FS Inc., gasoline	180.31
Breedings Hardware, hdw supplies/safety supplies	142.07
Card Services, testing fee	30.00
CenturyLink, phone service	33.22
City of Winterset, salaries	6,174.24
City of Winterset, salaries	7,354.81
DeWild Grant Reckert & Assoc, mapping updates	248.20
Iowa One Call, locates	14.39
Wiegert Disposal, garbage service	30.00
Winterset Oil Co., gasoline	77.20

ACCOUNTING/COLLECTION:

City of Winterset, reimb internal	1,151.77
City of Winterset, salaries	1,057.96
City of Winterset, salaries	619.24
Postmaster, postage	120.10
Postmaster, postage	612.77

ADMINISTRATION:

City of Winterset, benefits	10,969.22
City of Winterset, benefits	2,626.78
City of Winterset, reimb internal	1,151.76
City of Winterset, salaries	2,119.37
City of Winterset, salaries	2,119.37
City of Winterset, transfer	1,190.00
Madison Co Chamber of Commerce, EVP contribution	156.25
Verizon, cellular service	27.21
Winterset Madisonian, pub	76.62

TRANSFERS:

Water Revenue Bond Sinking Fund, transfer	66,564.79
Water System Improvement Fund, transfer	5,000.00

WATER REVENUE BOND SINKING FUND

DEBT SERVICE:

Bankers Trust Co., interest/reg fee

174,388.75

TOTAL REVENUE

ELECTRIC: \$446,461.17

WATER: \$163,896.36

The date of the next regular meeting was set for 8:30 AM, Monday, March 21, 2016 at Light Plant. Being no further business, the Chairman declared the meeting was now adjourned.

Kendall Kerns, Chairman

Attest:

Stephen Wesselmann, General Manager