

NOTICE AND CALL OF PUBLIC MEETING

Government Body: Winterset Municipal Utilities
Date of Meeting: March 21, 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. Presentation of Award, Steve Benshoof
5. General Manager Report
6. Watershed discussion
7. Personnel discussion
8. Water rate discussion
9. Water Superintendent Report
10. Electric Superintendent Report
11. Claims

Added items for discussion...

The Board of Trustees of the Winterset Municipal Utilities, Winterset, Iowa, met on March 21, 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, Jay Gibson, Asst. Electric Supt. and Dave Braga.

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

Chairman Kerns stated the minutes from the February 15th 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.

Chairman Kerns asked Mr. Benshoof to step forward. Chairman Kerns stated that Mr. Benshoof has been employed with the utilities for 20 years and presented Mr. Benshoof with a plaque commemorating that milestone. Chairman Kerns thanked Mr. Benshoof for his many years of dedicated service to Winterset Municipal Utilities.

Mr. Wesselmann was asked to give his report to the board. Mr. Wesselmann stated that he received a request for a donation from the High School Soccer Concession

for \$500. This money would be used for their startup costs. The board determined that all of the Shared dollars funds were spoken for the coming year and suggested they request again next year. Mr. Wesselmann stated that they have been sending letters to payment agreement and energy assistance customers ahead of the April 1st end of the winter moratorium. These letters were to alert these customers to remedy any deficit on their utility account by April 1st. Mr. Wesselmann reported that the Planning and Zoning board approved the addition of boarding houses to the special exceptions of the zoning for the lake house.

Chairman Kerns asked Trustee Weeks to address the next agenda item, Watershed discussion. Trustee Weeks stated that the Soil & Water Conservation board wanted a revised request letter from the utilities, with their wording. Mr. Wesselmann composed the new letter and delivered it to the board. Discussion was held on the fish in the lake and any correspondence with DNR.

Chairman Kerns asked Mr. Wesselmann to address the next agenda item, Personnel discussion. Mr. Wesselmann stated that Jay Gibson was considering joining the National Guard and just wanted the board to be aware he was thinking about his options. Mr. Gibson discussed the opportunity with the board and the board supported any decision he made.

Chairman Kerns asked Mr. Wesselmann to address the next agenda item, Water Rate discussion. Mr. Wesselmann stated that he had included in their packets 3 options for a water rate increase, 2%, 2.5%, and 3%. The board discussed the water dept. needs and the need to maintain an adequate reserve for unforeseen events. After a lengthy discussion the board decided on a 3% rate increase and set a special meeting for 6 pm. April 13th at City hall to discuss and approve the water rate increase.

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 had to replace a portion of the raw water line due to a leak and possible failure. Mr. Benshoof reported that they repaired a service line on John Wayne Dr. Mr. Benshoof stated that they had their fit test for the SCBA (air packs). Mr. Benshoof stated that Ben Moetsch has passed his Grade 2 Water Treatment test and he is moving him from Range 12 Step 4 to Range 12 Step 5.

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 cut trees for the street dept. and finished trimming trees. Mr. Johnson reported that they replaced some broken secondary pedestals around the city. Mr. Johnson stated that they have installed a new service at the quilt museum. Mr. Johnson stated that they are continuing work on the new housing development.

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

AYES: Weeks, Kerns and Montross
 NAYS: None

UTILITIES

ELECTRIC

PLANT:

CenturyLink, phone service	222.32
City of Winterset, salaries	1,532.93
City of Winterset, salaries	1,639.94
CR Services, cleaning supplies	83.39
DeWild Grant Reckert & Assoc, engineer fees	2,754.00
Doc's Soft Water Inc., office supplies	5.89
Fletcher Reinhardt Co., line supplies	1,284.00
Hy-Vee Accts Receivable, safety mtg supplies	13.97
Iowa Assn of Municipal Utilities, codebook/mtg registration	413.00
Lamarche Mfg Co., battery charger	4,014.60
MidAmerican Energy, gas service	926.77
SIMECA, purchase power	250,697.92

The Bakery Unlimited, mtg supplies	17.00
WESCO, line supplies	729.37
Wiegert Disposal, garbage service	36.75
Ziegler Inc., equip repairs	1,486.28
<u>DISTRIBUTION:</u>	
Agriland FS Inc., gasoline	31.66
Border States Electric Supply, line supplies	112.35
Breedings Hardware, hdw supplies	122.12
Brittains Std Parts, battery	254.66
Card Services, safety boots/Silliman	353.64
Carquest of Winterset, battery	110.42
CenturyLink, phone service	33.22
City of Winterset, salaries	10,926.46
City of Winterset, salaries	11,298.36
Ditch Witch Iowa Inc., trencher/trencher equipment	66,140.51
Fletcher Reinhardt Co., line supplies	158.63
Iowa Assn of Municipal Utilities, CIASSO dues	238.92
Iowa OneCall, locates	5.85
Kris-Davis Co., street lights	219.35
Metering & Technology Solution, line supplies	1,481.59
MidAmerican Energy, gas service	326.17
Verizon, cellular service	25.05
Wiegert Disposal, garbage service	30.00
Winterset Oil Co., gasoline	483.05
Zee Medical Inc., first aid supplies	135.78
<u>ACCOUNTING/COLLECTION:</u>	
Brenda Ford, deposit refund/interest	127.79
City of Winterset, reimb internal	1,222.79
City of Winterset, reimb sewer/reimb garbage	11,749.80
City of Winterset, salaries	1,218.28
City of Winterset, salaries	619.24
Faug Du, deposit refund/interest	131.25
Fredrick Solt, deposit refund	75.00
ITRON Inc., maint contract	1,197.72
Jonathon Schroder, deposit refund/interest	131.25
Kalub Bengé, deposit refund/interest	131.25
Kelly Addy, refund	95.00
Kristin Burhans, deposit refund/interest	131.25
Melissa McGee, deposit refund/interest	131.25
Melissa Taylor, deposit refund	125.00
Mike Hughes, deposit refund/interest	131.25
Postmaster, postage	119.87
Postmaster, postage	612.54
Roselee Hauschildt, deposit refund/interest	131.25
Summit Veterinary Services, deposit refund/interest	131.25
Winterset Municipal Utilities, deposit for/interest for	1,528.31
<u>ADMINISTRATION:</u>	
Agrivision Group LLC, safe donation	800.00
City of Winterset, benefits	2,495.21
City of Winterset, benefits	9,271.99
City of Winterset, reimb internal	1,222.79
City of Winterset, salaries	2,119.35
City of Winterset, salaries	2,839.36
City of Winterset, transfer	15,810.00
Madison County Chamber of Commerce, EVP contribution	468.75
Pro Team Insurance, insurance premium	67,578.07
Verizon, cellular service	27.21
Water Fund, reimb utilities	8,759.24
Winterset Madisonian, pub	68.50
<u>TRANSFERS:</u>	
Electric Revenue Bond Sinking, transfer	37,086.46
Electric System Improvement, transfer	5,500.00
<u>DEBT SERVICE:</u>	
SIMECA, debt service	16,000.00

WATER

PLANT:

Agriland FS Inc., gasoline	212.14
Breedings Hardware, hdw supplies	75.34
Carquest of Winterset, equip maint/tools	190.35
CenturyLink, phone service	195.76
Chem-Sult Inc., chemicals	8,322.54
City of Winterset, salaries	6,363.80
City of Winterset, salaries	6,368.50
Grainger Inc., HVAC motor	98.55
Hach Co., lab testing	1,206.65
Hughes Network Systems LLC, internet service	90.94
State Hygienic Laboratory, lab testing	233.00
Thornburg Inc., flooring	1,530.00
USA Blue Book, meter repairs/meter assy	2,001.80
Verizon, data service	80.16
Wiegert Disposal, garbage service	60.00
Winterset Municipal Utilities, utilities	8,759.24
Zee Medical Inc., first aid supplies	118.85

DISTRIBUTION:

Agriland FS Inc., gasoline	212.13
Alexander Construction, street patch	723.50
Breedings Hardware, hdw supplies/tools	93.54
Brittains Std Parts, equip maint	57.18
Card Service, mtg supplies	23.53
Carquest of Winterset, equip maint	79.20
CenturyLink, phone service	33.22
City of Winterset, salaries	6,216.17
City of Winterset, salaries	7,215.60
IA Dept of Natural Resources, certification fee	60.00
Iowa Assn of Municipal Utilities, CIASSO dues	238.93
Iowa OneCall, locates	5.85
Jason Scoles, reimb safety glasses	125.00
John Deere Financial, equip repairs	228.94
Martin Marietta Aggregates, rock	86.09
MidAmerican Energy, gas service	326.17
Municipal Supply Inc., line supplies	501.95
Quality Car Car4e, equip repairs	166.25
Utility Service Co Inc, tank maint	55,487.28
Wiegert Disposal, garbage service	30.00
Winterset Oil Co., gasoline	72.47

ACCOUNTING/COLLECTION:

City of Winterset, reimb internal	1,222.79
City of Winterset, salaries	1,218.28
City of Winterset, salaries	619.24
ITRON Inc., maint contract	1,197.72
Postmaster, postage	119.87
Postmaster, postage	612.53

ADMINISTRATION:

Bob's Custom Trophies, plaque	72.55
City of Winterset, benefits	10,475.63
City of Winterset, benefits	2,696.94
City of Winterset, reimb internal	1,222.80
City of Winterset, salaries	2,119.37
City of Winterset, salaries	2,839.35
City of Winterset, transfer	1,190.00

Madison Co Chamber of Commerce, EVP contribution	156.25
Pro Team Insurance, insurance premium	63,970.49
Verizon, cellular service	27.21
Winterset Madisonian, pub	68.50

TRANSFERS:

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

TOTAL REVENUE

ELECTRIC:	\$458,710.54
WATER:	\$177,280.78

The date of the next regular meeting was set for 8:30 AM, Monday, April 18, 2016 at Light Plant. Being no further business, the Chairman declared the meeting was now adjourned.

Kendall Kerns, Chairman

Attest:

Stephen Wesselmann, General Manager