

The Board of Trustees of the Winterset Municipal Utilities, Winterset, Iowa, met on June 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, Mike Fletcher, Jay Gibson and Dave Braga.

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

Chairman Kerns stated the minutes from the May 16th and May 25th meetings 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 completed the annual evaluations on the superintendents. Mr. Wesselmann reported that he is still working on the new credit card company for utility payments; they are having issues with modifying their forms. Mr. Wesselmann stated that the SIMECA bond would be paid off soon, Mr. Wesselmann asked Mr. Johnson to elaborate on the specifics of the bond. Mr. Wesselmann stated that he was in contact with the bonding company in preparation for the upcoming electric project.

Chairman Kerns asked Mr. Wesselmann to address the next agenda item, Watershed discussion. Mr. Wesselmann stated that he included in the packets a response to the letter he wrote to the DNR fisheries. Trustee Weeks stated that we were approved to purchase Striped Bass to stock Cedar Lake. Trustee Weeks discussed the next steps for the utility to take and stated that she would make the appropriate contacts.

Chairman Kerns asked Mr. Wesselmann to address the next agenda item, DGR Engineering contract. Mr. Wesselmann stated that DGR has sent the contract (Amendment 1) for the next electric project that includes 5 areas to be moved to underground. Mr. Wesselmann stated that the cost for the engineering would be \$237,400. After a brief discussion Trustee Montross moved to approve the DGR Engineering contract for \$237,400. Seconded by Trustee Weeks. On a voice vote the motion carried.

Chairman Kerns asked Mr. Wesselmann to address the next agenda item, Supervisors Wage discussion and approval. Mr. Wesselmann stated that all supervisors have received their annual evaluation and received at least a satisfactory score. Mr. Wesselmann stated that he recommends a 2.5% raise for both superintendents and their assistants. Mr. Wesselmann stated that he is asking to receive no raise this year in order to bring wages into parity with the city. Mr. Wesselmann stated that he was requesting a \$75.00 a month vehicle allowance, similar to what the city administrator receives. Trustee Montross moved to approve the vehicle allowance for Mr. Wesselmann and set the supervisor's wages at the following:

- o Steve Benshoof, Water Supt. \$3,030.50 bi-weekly (2.5%)
- o Chuck Johnson, Electric Supt. \$3,019.50 bi-weekly (2.5%)
- o Stephen Wesselmann, General Manager \$3,316.88 bi-weekly (0%)
- o Mike Ham, Asst. Water Supt. \$2,725.96 bi-weekly (2.5%)
- o Jay Gibson, Asst. Electric Supt. \$2,725.96 bi-weekly (2.5%)

Effective July 1, 2016. Seconded by Trustee Weeks. Roll call vote:

AYES: Weeks, Montross, and Kerns

NAYS: None

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 have been treating the lake for algae. Mr. Benshoof stated that the activated carbon has been replaced in filters #2 & #4. Mr. Benshoof reported that they have been exercising valves around the city. Mr. Benshoof reported that they have started a DNR voluntary testing program for blue-green algae. Mr. Benshoof stated that they repaired a fire hydrant at 12th Ave. and W. Court Ave.

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 have been installing new house services. Mr. Johnson stated that they have been working on the new housing development, all the primary line is in. Mr. Johnson reported that they are installing some new underground so CIPCO can change out some bad poles. Mr. Johnson stated that they have finished installing the service for the new cell tower. Mr. Johnson stated that he was moving Colt Eyerly and Logan Silliman from Range 18 Step 3 to Range 18 Step 4 due to a satisfactory evaluation and completed training.

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	227.99
Cintas First Aid & Safety, first aid supplies	71.43
City of Winterset, salaries	1,472.93
City of Winterset, salaries	1,532.93
DeWild Grant Reckert & Assoc, engineer fees	382.00
Doc's Soft Water Inc., office supplies	5.89
Max Tire & Auto, truck maint	57.07
MidAmerican Energy, gas service	298.90
MidAmerican Energy, gas service	374.22
Northern Safety Co Inc., machine rental	84.48
SIMECA, purchase power	245,589.69
The Bakery Unlimited, mtg supplies	17.33
Verizon, cellular service	25.04
WESCO, line supplies	3,426.91
Wiegert Disposal, garbage servicer	36.75

DISTRIBUTION:

Agriland FS Inc., gasoline	25.24
Betty Harper, rebate	125.00
Border States Electric Supply, line supplies	577.80
Breedings Hardware, hdw supplies	258.49
Bridgewell Resources LLC, poles	6,823.16
CenturyLink, phone service	33.84
City of Winterset, salaries	19,751.35
City of Winterset, salaries	9,146.35
CR Services, paper products	83.39
Family Center, hdw supplies	7.46
Fletcher Reinhardt Co., line supplies/transformer	2,635.15
IA Division of Labor, boiler inspection	135.00
Iowa Assn of Municipal Utilities, CIASSO dues	238.92
Iowa One Call, locates	20.25
Kris-Davis Co., line supplies/tools	30,534.49
Madison Co Endeavors LLC, rebate	120.00
MidAmerican Energy, gas service	11.07
MidAmerican Energy, gas service	34.46
Wiegert Disposal, garbage service	30.00
Winterset Oil Co., gasoline	403.32

ACCOUNTING/COLLECTION:

Alysia Frees, deposit refund	125.00
Brandon Good, deposit refund/interest	125.63
City of Winterset, reimb internal	1,168.77
City of Winterset, reimb sewer/garbage	11,731.67
City of Winterset, salaries	849.88
City of Winterset, salaries	945.99
Codie Gliem, deposit refund/interest	125.63
County Line Printing, door hangers	292.50
Curtis Roberts, deposit refund/interest	125.63
Grant McDonald, deposit refund/interest	76.90
Nicholas Miller, deposit refund/interest	125.63
Optimae Lifeservice Inc., deposit refund/interest	125.63
Postmaster, postage	116.39
Postmaster, postage	584.44
Robin Durby, deposit refund/interest	125.63
Sarah Bradley, deposit refund/interest	125.63

ADMINISTRATION:

City of Winterset, benefits	4,495.95
City of Winterset, benefits	7,184.02
City of Winterset, HRA expenses	1,780.37
City of Winterset, reimb internal	1,168.77

City of Winterset, salaries	2,119.35
City of Winterset, salaries	2,119.36
City of Winterset, transfer	15,810.00
Madison Co Chamber of Commerce, EVP contribution	468.75
Office of Auditor of State, audit fee	312.50
Verizon, cellular service	27.21
Water Fund, reimb util	5,012.65
Winterset Madisonian, pub	71.98
<u>TRANSFERS:</u>	
Electric Revenue Bond Sinking, transfer	37,086.46
Electric System Improvement, transfer	5,500.00
ELECTRIC REVENUE BOND SINKING FUND	
<u>DEBT SERVICE:</u>	
SIMECA, debt service	16,000.00
WATER	
<u>PLANT:</u>	
Agriland FS Inc., gasoline	226.33
Breedings Hardware, hdw supplies	372.71
Carbon Central LLC, chemicals	26,705.00
CenturyLink, phone service	201.07
Chem-Sult Inc., chemicals	6,459.40
Cintas First Aid & Safety, first aid supplies	228.99
City of Winterset, salaries	6,228.35
City of Winterset, salaries	6,440.45
Family Center, hdw supplies	37.11
Hach Co., lab testing	959.47
Hughes Network Systems LLC, internet service	90.94
JETCO Inc., pump repairs	725.45
Mead Mechanical Contracting, A/C repairs	105.00
QTech Automation Inc., pump repairs	2,197.00
SPX Flow US LLC, pump repairs	4,960.00
State Hygienic Laboratory, lab testing	253.00
USA Blue Book, valve assembly/testing supplies	344.47
Wiegert Disposal, garbage service	60.00
Winterset Municipal Utilities, utilities	5,012.65
Winterset Oil Co., gasoline	102.33
<u>DISTRIBUTION:</u>	
Agriland FS Inc., gasoline	226.33
Breedings Hardware, safety equipment/hdw supplies	212.35
CenturyLink, phone service	33.84
City of Winterset, salaries	6,131.05
City of Winterset, salaries	7,067.63
Family Center, hdw supplies	15.57
Iowa Assn of Municipal Utilities, CIASSO dues/training	478.93
Iowa One Call, locates	20.25
MidAmerican Energy, gas service	11.07
MidAmerican Energy, gas service	34.47
Municipal Supply Inc., line supplies	2,147.65
Quality Car Care, truck repairs	143.76
Utility Equipment Co., hydrant repairs	70.44
Verizon, data service	80.16
Wiegert Disposal, garbage service	30.00
Winterset Oil Co., gasoline	163.25
<u>ACCOUNTING/COLLECTION:</u>	
City of Winterset, reimb internal	1,168.77
City of Winterset, salaries	849.88
City of Winterset, salaries	945.99
Count Line Printing, door hangers	292.50
Postmaster, postage	116.39
Postmaster, postage	584.43
<u>ADMINISTRATION:</u>	
Card Services, office equip	537.61
City of Winterset, benefits	11,050.29
City of Winterset, benefits	2,592.63
City of Winterset, expenses	2,268.14

Utility Board Meeting
June 15, 2016

City of Winterset, reimb internal	1,168.78
City of Winterset, salaries	2,119.36
City of Winterset, salaries	2,119.37
City of Winterset, transfers	1,190.00
Madison Co Chamber of Commerce, EVP contribution	156.25
Office of Auditor of State, audit fee	312.50
The Shopper, pub	927.03
Verizon, cellular service	27.20
Winterset Madisonian, pub	71.98
<u>TRANSFERS:</u>	
Water Revenue Bond Sinking Fund, transfer	66,564.79
Water System Improvement Fund, transfer	5,000.00
WATER SYSTEM IMPROVEMENT FUND	
<u>DISTRIBUTION:</u>	
Metering & Technology Solution, line supplies	4,149.85
<u>TOTAL REVENUE</u>	
ELECTRIC:	\$553,202.59
WATER:	\$184,646.07

The date of the next regular meeting was set for 6:30 PM, Wednesday, July 20, 2016 at Light Plant. Being no further business, the Chairman declared the meeting was now adjourned.

Kendall Kerns, Chairman

Attest:

Stephen Wesselmann, General Manager