

## NOTICE AND CALL OF PUBLIC MEETING

Government Body: Winterset Municipal Utilities  
Date of Meeting: January 16th, 2023  
Time of Meeting: 8:30 A.M.  
Place of Meeting: Electric Generation Plant, 321 N. 1<sup>st</sup> 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. Tom Leners, MCDG
6. Watershed discussion
7. HKS final payment approval
8. Approve Resolution No 1162023 setting board pay
9. Internet utility discussion
10. Water Superintendent Report
11. Electric Superintendent Report
12. Claims

Added items for discussion...

The Board of Trustees of the Winterset Municipal Utilities, Winterset, Iowa, met on January 16, 2023, in accordance with the above Notice & Call of Public Meeting. Chairman Gary Emmert called the meeting to order with the following members of the Board in attendance.

PRESENT: Gary Emmert, Steve Montross, Wendy Frost  
ABSENT: None

Others in attendance, Mike Ham, Utility Water Superintendent, Chuck Johnson, Utility Electric Superintendent, Sam Anker, and Tom Leners.

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

Chairman Emmert stated the minutes from the December 19, 2022 meeting had been provided to the board. Trustee Frost moved to approve the minutes. Seconded by Trustee Montross. On a voice vote the motion carried.

Mr. Benshoof was asked to give his report to the board. Mr. Benshoof stated he worked with Mr. Wesselmann on training. Mr. Benshoof reported he has been working with Mr. Anker on training. Mr. Benshoof stated that he has enrolled the utility in the State of Iowa Offset program.

Chairman Emmert asked Mr. Leners to give his report on the MCDG. Mr. Leners reported on his monthly activities and discussed possible development opportunities with the board.

Chairman Emmert asked for a report on the watershed. Mr. Streeter resigned from his position as watershed coordinator. The board instructed Mr. Benshoof to explore other options concerning the watershed coordinator position.

Chairman Emmert asked Mr. Benshoof to address the next agenda item, Harold K. Scholz final payment approval. Trustee Montross moved to approve the final payment to HKS for \$222,300. Trustee Frost seconded the motion. On a voice vote the motion carried.

AYES: Frost, Montross, Emmert  
NAYS: None

Chairman Emmert asked Mr. Benshoof to address the next agenda item, Resolution 1162023 setting pay rates for WMU board of trustees. Following discussion, Trustee Montross introduced the following resolution and moved for its adoption. Trustee Frost seconded the motion. On roll vote:

AYES: Frost, Montross, Emmert  
NAYS: None

RESOLUTION NO. 1162023

RESOLUTION SETTING PAY RATES FOR  
WMU BOARD OF TRUSTEES

**BE IT RESOLVED** by the Board of Trustees of the Winterset Municipal Utilities that PAY rates are hereby established for the Board of Trustee members, effective March 1, 2023.

All Board of Trustees members shall be paid \$50.00 per meeting attended.

Passed and approved this 16th day of January 2023.

\_\_\_\_\_  
Gary Emmert, Chairman

ATTEST:

\_\_\_\_\_  
Steve Benshoof, General Manager

Chairman Emmert asked for discussion on the next agenda item, internet utility discussion. Mr. Leners provided the board with possible internet opportunities. Following discussion, the board asked Mr. Leners and Mr. Benshoof to continue pursuing options.

Mr. Ham was asked to give his report on the water department. Mr. Ham reported that they had repaired a main break on E. Lane. Mr. Ham stated that they had repaired a main break on Cedar Bridge Road. Mr. Ham reported that due to recent rains Cedar Lake is almost full. Mr. Ham stated that he is continuing to work on service line inventory for DNR. Mr. Ham informed the board that he is moving Jason Scoles from range 5, step 4 to range 5, step 5 due to satisfactory evaluation.

Mr. Johnson was asked to give his report on the electric department. Mr. Johnson stated that they had installed a few new house services. Mr. Johnson reported that Evan Davis has passed his final apprenticeship exam. Mr. Johnson reported that they had to generate for CIPCO due to the cold weather. Mr. Johnson stated that he has ordered supplies for the underground project this summer.

Chairman Emmert stated that he had reviewed the claims. Trustee Emmert moved to approve the following list of claims. Seconded by Trustee Frost. Roll call vote:

AYES: Emmert, Montross, Frost  
NAYS: None

UTILITIES

ELECTRIC

PLANT:

Breedings Hardware, shipping/hdw supplies	57.07
Card Services, reg/safety supplies	883.15
CenturyLink, phone service	221.98
CINTAS First Aid & Safety, first aid supplies	147.00
City of Winterset, salaries	1,037.41
City of Winterset, salaries	1,759.34
Crystal Clear Water, safety supplies	18.82
Granite Telecommunications, phone service	146.86
Iowa Assn of Municipal Utilities, mtg reg	350.00

SIMECA, purchase power	265,690.94
Skarshaug Testing Lab, glove testing	181.79
Wiegert Disposal, garbage service	36.75
<u>DISTRIBUTION:</u>	
Agriland FS Inc., gasoline	265.15
Breedings Hardware, hdw supplies/equip maint	229.35
Brittains Std Parts, equip maint	190.50
Card Services, camera monitoring	59.90
Carquest of Winterset, equip maint	8.98
Central Iowa Power Cooperative, marketing programs	417.67
CenturyLink, phone service	66.48
CINTAS First Aid & Safet, first aid supplies	105.11
City of Winterset, salaries	18,106.10
City of Winterset, salaries	18,952.84
Ditch Witch-Iowa Inc., fuel filter	7.19
Granite Telecommunications, phone service	32.49
Iowa One Call, locates	22.05
Logan Silliman, reimb antifreeze purchase	47.67
Quality Car Care, truck repairs	668.26
Vermeer Sales & Services, filter	142.00
WESCO, hard hats/line supplies	1,842.97
Wiegert Disposal, garbage service	30.00
Winterset Oil Co, gasoline	277.61
<u>ACCOUNTING/COLLECTION:</u>	
Amy Engle, deposit refund/interest	126.26
Barn Valley Properties, deposit refund/interest	125.63
Beau Thomas, deposit refund/interest	125.63
Betty Pedersen, deposit refund/interest	126.26
City of Winterset, reimb internal	181.60
City of Winterset, reimb sewer revenue/reimb garbage revenue	17,773.66
City of Winterset, salaries	1,220.97
City of Winterset, salaries	1,760.62
Excel Properties LLC, deposit refund/deposit	126.26
Gabriel Esser, deposit refund/interest	126.26
Jessica Howell, deposit refund/interest	126.26
Karen Jacobs, deposit refund/interest	125.75
Laura Freytes, deposit refund/interest	125.63
Leah Celedonio, deposit refund/interest	126.26
Matthew Stephens, deposit refund/interest	126.89
Nicole Grace, deposit refund/interest	126.26
Nina Esslinger, deposit refund/interest	126.26
Postmaster, postage	127.69
Postmaster, postage	678.37
Real Estate Transaction, deposit refund	125.00
Steven Houseman, deposit refund/interest	126.26
Storey Kenworthy/Matt Parrott, util bill envelopes	800.59
 <u>ADMINISTRATION:</u>	
Card Services, retirement gift/office supplies/pens/annual subscrp	617.03
City of Winterset, benefits	10,338.52
City of Winterset, benefits	4,041.95
City of Winterset, reimb HRA	2,096.03
City of Winterset, reimb internal	181.60
City of Winterset, salaries	2,304.10
City of Winterset, salaries	2,341.60
City of Winterset, transfer	16,810.00
IA Municipalities Workers Comp, work comp program	1,883.99
Iowa Utilities Board, annual assessment	2,742.00
Madison CO Chamber of Commerce, EVP contribution	468.75
Verizon, cellular service	41.33
Water Fund, reimb utilities	6,628.20
<u>SALES:</u>	
Matura, refund/a nielsen	414.00
Anne Nielsen, refund	458.37
<u>TRANSFERS:</u>	
Electric Revenue Bond Sinking, transfer	27,281.67

Electric System Improvement, transfer	5,500.00
ELECTRIC SYSTEM IMPROVEMENT PROJECT FUND	
<u>PLANT:</u>	
Card Services, switchgear	1,620.00
DeWild Grant Reckert & Assoc, engineer fees	1,117.00
Farabee Mechanical Inc., pay est #5	55,614.95
Harold Scholz Co, generation installation	222,300.00
Simon Welding, sheet metal	139.66
WATER	
<u>PLANT</u>	
Agriland FS Inc., gasoline	187.86
Breedings Hardware, plant supplies	323.89
Brittains Std Parts, oil/filter/equip maint	190.00
Card Services, camera monitoring/computer security/software/office supplies	413.48
Chem-Sult Inc., chemicals	15,135.44
City of Winterset, salaries	10,299.42
City of Winterset, salaries	9,254.06
DPC Industries Inc., chemicals	1,572.22
Feld Fire, fit test	175.00
Granite Telecommunications, phone service	196.41
Hughes Network Systems LLC, internet service	250.92
Jetco Inc., AGS repairs	507.00
National Access Long Distance, long distance	29.49
Omnisite, annual fee	152.00
Quill .com, office supplies	52.78
State Hygienic Laboratory, lab testing	503.00
USA Blue Book, testing supplies	1,388.23
Verizon, data service	80.16
Wiegert Disposal, garbage service	60.00
Winterset Municipal Utilities, utilities	6,628.20
<u>DISTRIBUTION:</u>	
Agriland FS Inc., gasoline	109.39
Bomgaars, safety clothes/strainer	52.47
Breedings Hardware, marking flags	49.95
Brittains Std Parts, oil/filter	96.81
Carquest of Winterset, air filter	19.16
CenturyLink, phone service	66.48
CINTAS First aid & Safety, first aid supplies	97.13
City of Winterset, salaries	10,593.19
City of Winterset, salaries	7,739.27
Granite Telecommunications, phone service	32.48
Iowa One Call, locates	22.05
Metering & Technology Solutions, line supplies	480.70
Municipal Supply Inc., line supplies	2,295.44
WESCO, hard hats	149.50
Wiegert Disposal, garbage service	30.00
Winterset Oil Co, gasoline	474.39
<u>ACCOUNTING/COLLECTION:</u>	
City of Winterset, reimb internal	181.60
City of Winterset, salaries	1,220.97
City of Winterset, salaries	1,760.62
Postmaster, postage	127.68
Postmaster, postage	678.37
Storey Kenworthy/Matt Parrott, util bill envelopes	800.58
<u>ADMINISTRATION:</u>	
Card Services, retirement gift/office supplies/annual subscription	200.83
City of Winterset, benefits	3,990.78
City of Winterset, benefits	9,256.44
City of Winterset, reimb HRA	2,096.03
City of Winterset, reimb internal	181.59
City of Winterset, salaries	2,304.12
City of Winterset, salaries	2,341.62
City of Winterset, transfer	1,190.00
IA Municipalities Workers Comp, work comp premium	2,635.48
Madison CO Chamber of Commerce, EVP contribution	156.25
Verizon, cellular service	41.32
Winterset Madisonian, pub	15.14

TRANSFERS:

Water Revenue Bond Sinking Fund, transfer	54,932.50
Water System Improvement Fund, transfer	5,000.00

WATER REVENUE BOND SINKING FUND

DEBT SERVICE:

UMB Bank NA, interest/2021A - interest/2020A	85,200.00
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**TOTAL REVENUE**

ELECTRIC:	\$408,049.47
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WATER:	\$267,088.37
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The date of the next regular meeting was set for 8:30 AM, Monday February 20,2023 at Light Plant. Being no further business, the Chairman declared the meeting was now adjourned.

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Emmert, Chairman

Attest:

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Steve Benshoof, General Manager