

NOTICE AND CALL OF PUBLIC MEETING

Government Body: Winterset Municipal Utilities
Date of Meeting: February 20th, 2023
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. Tom Leners, MCDG
6. Approve Resolution #2202023 assigning financial duties
7. Approve SIMECA member agreement
8. Approve Resolution #2202023A CIPCO contract extension
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 February 20th, 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 to approve the agenda as set forth in the Notice and Call. Seconded by Trustee Montross. On a voice vote the motion carried.

Chairman Emmert stated the minutes from the January 16th, 2023, 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 has renewed a CD for the Electric Dept. Mr. Benshoof discussed the Watershed Coordinator position and will have more information at the March meeting. Mr. Benshoof reported he is continuing to work on the State Offset program. Mr. Benshoof discussed future water sampling requirements.

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 Mr. Benshoof to address the next agenda item, Resolution #2202023 assigning financial duties. Following discussion, Trustee Montross introduced the Resolution ASSIGNING FINANCIAL DUTIES FOR THE WINTERSET MUNICIPAL UTILITIES and moved for its adoption. Trustee Frost seconded the motion. On roll vote:

AYES: Frost, Montross, Emmert
NAYS: None

RESOLUTION #2202023 ASSIGNING FINANCIAL DUTIES FOR THE WINTERSET MUNICIPAL UTILITIES

WHEREAS the Board of Trustees of the Winterset Municipal Utilities has determined that certain employees have the authority to perform financial activities on the behalf of the Utilities,

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Winterset Municipal Utilities as follows:

Steve Benshoof, the General Manager of the Winterset Municipal Utilities and Sam Anker, the Financial Officer for Winterset Municipal Utilities, have the authority to perform all functions relating to financial or banking activities; including, but not limited to, access to all account and investment information, signing of checks, making deposits, transferring funds, purchasing investments and access to the Utility's safety deposit box.

In addition, the following duties are granted:

Cindy Bush and Julie Worrell have the authority to access to account information, make deposits and receive monthly banks statements.

Mrs. Bush will also have the authority to sign checks if Mr. Benshoof or Mr. Anker are unavailable to do so.

Passed and approved this 20th day of February 2023

Gary Emmert, Chairman

Attest:

Steve Benshoof, Secretary

Chairman Emmert asked for discussion on the next agenda item, approving SIMECA member agreement. Following discussion, Trustee Montross moved to approve the agreement. Trustee Frost seconded the motion. On a voice vote the motion carried.

Chairman Emmert asked Mr. Benshoof to address the next agenda item, Resolution #2202023A, CIPCO contract extension. 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. 2202023A

RESOLUTION OF THE BOARD OF TRUSTEES OF THE MUNICIPAL ELECTRIC UTILITY OF THE CITY OF WINTERSET, IOWA AGREEING TO THE CONTRACT EXTENSION BETWEEN CENTRAL IOWA POWER COOPERATIVE AND SOUTH IOWA MUNICIPAL ELECTRIC COOPERATIVE ASSOCIATION

WHEREAS the Municipal Electric Utility of the City of Winterset, Iowa, has previously determined it is in the best interests of the City Utility to enter into agreements with the South Iowa Municipal Electric Cooperative Association ("SIMECA") with respect to agreements in which SIMECA purchases electric power and energy from the Central Iowa Power Cooperative ("CIPCO") for resale to the City Utility; and

WHEREAS the Board of Trustees of the Municipal Electric Utility of the City of Winterset, Iowa, has reviewed the agreement with CIPCO and concluded that said agreement is in the best interest of the City Utility;

NOW THEREFORE BE IT RESOLVED By The Board Of Trustees Of The Municipal Electric Utility Of The City Of Winterset, Iowa, that:

SECTION ONE: The 2023 CIPCO Agreement ("Contract Between Central Iowa Power Cooperative and South Iowa Municipal Electric Cooperative Association") is hereby approved and adopted.

SECTION TWO: The Chairman of the Board of Trustees is authorized and directed to execute said 2023 CIPCO Agreement, including the 2023 SIMECA Member Agreement enabling the participation of the City Utility in the 2023 CIPCO Agreement.

Trustees voting AYE: Emmert

Frost

Montross

Trustees voting Nay: _____

PASSED AND APPROVED, this 20th day of February 2023.

Chairman of the Board of Trustees

Attest: Secretary of the Board of Trustees

Mr. Ham was asked to give his report on the water department. Mr. Ham reported that they had been working on monthly maintenance at the plant. Mr. Ham stated that work is continuing the dredge basin as weather permits. Mr. Ham reported that they delivered 48 hr notices and worked on disconnects. Mr. Ham provided the Board with the 2022 annual report.

Mr. Johnson was asked to give his report on the Electric Department. Mr. Johnson stated that they have installed a few new house meters. Mr. Johnson reported that they helped the Street Department cut down a few trees. Mr. Johnson stated that they finished taking down Christmas decorations on the square. Mr. Johnson reported that they had to generate on January 16th due to a problem in the substation. Mr. Johnson stated that 2 bucket trucks and the digger derrick needed repairs. Mr. Johnson reported that one of his employees, Curtis Barber, is studying to take his final Journeyman test in March.

Trustee Frost stated that she had reviewed the claims. Trustee Frost moved to approve the following list of claims. Seconded by Trustee Montross. On a voice vote the motion carried.

AYES: Emmert, Montross, Frost
NAYS: None

UTILITIES
ELECTRIC

PLANT:

Agriland FS Inc., diesel	16,972.96
Breedings Hardware, cleaning supplies	13.46
Carolyn Blair, rebate	100.00
CenturyLink, phone service	224.37
CINTAS Fist Aid & Safety, first aid supplies	207.50
CIPCO, line work	1,132.18
City of Winterset, salaries	1,857.09
City of Winterset, salaries	2,014.83
City of Winterset, salaries	2,171.43
Crystal Clear Water, safety supplies	18.82
Emily Walton, rebate	40.00
James Olson, rebate	100.00
Jennifer Calkins, rebate	20.00
Joey Keller, rebate	800.00
Mark Anderson, rebate	100.00
MidAmerican Energy, gas service	1,716.65
Norsolv Systems Environmental, machine service	212.88
SIMECA, purchase power	263,185.39

Wiegert Disposal, garbage service	36.75
<u>DISTRIBUTION:</u>	
Border States Electric Supply, line supplies	966.52
Breedings Hardware, equip repairs/hdw supplies	250.89
Brittains Std Parts, gauge/torch lighter	50.22
Carquest of Winterset, oil/filter	1,721.82
CenturyLink, phone service	66.77
CINTAS First Aid & Safety, first aid supplies	125.20
CIPCO, property taxes	30,603.00
City of Winterset, salaries	17,638.81
City of Winterset, salaries	17,953.16
City of Winterset, salaries	18,030.62
Echo Group Inc., meter sockets	578.13
Iowa Assn of Municipal Utilities, CIASSO dues/energizers	2,752.69
Iowa One Call, locates	8.55
MidAmerican Energy, gas service	618.71
Quality Car Care, truck repairs	5,364.26
Summit Technologies LLC, camera repairs	148.75
T & R Electric, transformers	23,644.77
WESCO, line supplies	9,816.33
Wiegert Disposal, garbage service	30.00
Winterset Oil Co, gasoline	441.07
<u>ACCOUNTING/COLLECTION:</u>	
City of Winterset, reimb internal	366.74
City of Winterset, reimb sewer/garbage	45.39
City of Winterset, reimb sewer/reimb garbage	17,293.56
City of Winterset, salaries	1,280.52
City of Winterset, salaries	1,401.11
City of Winterset, salaries	1,730.38
Clearent LLC, CR/DB fees	2,864.57
ITRON Inc., maint contract	961.98
Northland Securities Inc., disclosure report	1,000.00
Postmaster, postage	703.33
<u>ADMINISTRATION:</u>	
Adel TV & Appliance, prom donation	490.06
City of Winterset, benefits	10,514.30
City of Winterset, benefits	3,927.23
City of Winterset, benefits	5,502.63
City of Winterset, reimb HRA expenses	1,714.13
City of Winterset, reimb internal	366.74
City of Winterset, salaries	2,221.29
City of Winterset, salaries	21,011.87
City of Winterset, salaries	781.88
City of Winterset, transfer	16,810.00
Madison CO Chamber of Commerce, EVP contribution	468.75
The Shopper, ads	112.01
Water Fund, reimb utilities	5,602.00
Winterset Madisonian, pub	183.05
<u>SALES:</u>	
Matura, refund/Romero	417.42
<u>TRANSFERS:</u>	
Electric Revenue Bond Sinking, transfer	27,281.67
Electric System Improvement, transfer	5,500.00
ELECTRIC SYSTEM IMPROVEMENT FUND	
<u>PLANT:</u>	
DeWild Grant Reckert & Assoc, engineer fees	792.00
WATER	
<u>PLANT:</u>	
Agriland FS Inc., gasoline	149.56
Bomgaars, hdw supplies	253.20
Breedings Hardware, hdw supplies	165.90
Calgon Carbon Corp, chemicals	4,188.58
Capital One Trade Credit, membership fee	39.99
Chem-Sult Inc., chemicals	17,052.25
CINTAS First Aid & Safety, first aid supplies	390.95
City of Winterset, salaries	10,656.49
City of Winterset, salaries	8,185.80

City of Winterset, salaries	9,482.55
DPC Industries Inc., chemicals	1,672.22
Grainger Inc., pump motor	399.58
Hach Co, lab testing	85.55
Hughes Network Systems LLC, internet service	250.92
National Access Lone Distance, long distance	28.13
Quill, office supplies	21.82
State Hygienic Laboratory, lab testing	223.00
USA Blue Book, testing supplies	1,460.54
Verizon, data service	80.16
Wiegert Disposal, garbage service	60.00
Winterset Municipal Utilities, utilities	5,602.00
Winterset Oil Co, gasoline	124.00
<u>DISTRIBUTION:</u>	
Agriland FS Inc., gasoline	149.56
Breedings Hardware, shovel/snowblower	758.99
CenturyLink, phone service	66.77
CINTAS First Aid & Safety, first aid supplies	117.20
City of Winterset, salaries	6,751.80
City of Winterset, salaries	6,854.67
City of Winterset, salaries	9,413.51
Core & Main LP, concrete lid	75.00
Iowa One Call, locates	8.55
MidAmerican Energy, gas service	618.70
MidAmerican Technology, locator repair	405.00
Quality Car Care, tire repairs	23.98
Summit Technologies LLC, camera repairs	148.75
Village Bootery, safety boots	159.96
Wiegert Disposal, garbage service	30.00
Winterset Oil Co, gasoline	124.00

ACCOUNTING/COLLECTION:

City of Winterset, reimb internal	366.74
City of Winterset, salaries	1,280.52
City of Winterset, salaries	1,401.11
City of Winterset, salaries	1,730.38
Clearent LLC, CR/DB fees	2,864.57
ITRON Inc., maint contract	961.98
Northland Securities Inc., disclosure report	1,000.00
Postmaster, postage	703.32

ADMINISTRATION:

City of Winterset, benefits	3,077.67
City of Winterset, benefits	5,346.47
City of Winterset, benefits	9,320.98
City of Winterset, reimb HRA expenses	1,714.13
City of Winterset, reimb internal	366.74
City of Winterset, salaries	2,221.31
City of Winterset, salaries	21,011.90
City of Winterset, salaries	781.88
City of Winterset, transfer	1,190.00
Madison CO Chamber of Commerce, EVP contribution	156.25
Winterset Madisonian, pub	183.05

TRANSFERS:

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

WATER SYSTEM IMPROVEMENT FUND

PLANT:

P & P Contractors, dredge basin restoration	39,998.75
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TOTAL REVENUE

ELECTRIC:	\$474,255.40
WATER:	\$187,764.21

The date of the next regular meeting was set for 8:30 AM, Monday March 20,2023 at Light Plant. Being no further business, the Chairman declared the meeting was now adjourned.

Gary Emmert, Chairman

Attest:

Steve Benshoof, General Manager