

NOTICE AND CALL OF PUBLIC MEETING

Government Body: Winterset Municipal Utilities
Date of Meeting: March 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. Tim Palmer, Watershed discussion
7. Election of officers
8. Water service rules revision
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 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, Tom Leners, Tim Palmer, and Jim Gillespie.

Chairman Emmert asked for approval of the agenda. Trustee Montross moved to approve the agenda as set forth in the Notice and Call. Seconded by Trustee Frost. On a voice vote the motion carried.

Chairman Emmert stated the minutes from the February 20th, 2023, meeting had been provided to the Board. Trustee Montross moved to approve the minutes. Seconded by Trustee Frost. On a voice vote the motion carried.

Mr. Benshoof was asked to give his report to the board. Mr. Benshoof stated that a billing error had occurred at the Madison County Fairgrounds and has been corrected. Mr. Benshoof reported that he is continuing to work on the offset program. Mr. Benshoof stated that he is working with customers to get utility accounts up to date. Mr. Benshoof reported that Mike Ham has passed his Grade IV treatment test.

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 discussion on the watershed. Tim Palmer and Jim Gillespie updated the Board on possible partnership opportunities. They also addressed possible future funding available for watershed projects. The Board will discuss this further at the next board mtg.

Chairman Emmert asked Mr. Benshoof to address the next agenda item, election of officers. Trustee Montross moved to nominate Trustee Frost as Chairman. Trustee Emmert seconded the motion. On a voice vote the motion carried. Trustee Emmert moved to nominate Trustee Montross as Vice-Chairman. Trustee Frost seconded the motion. On a voice vote the motion carried.

Mr. Benshoof was asked to address the next agenda item, service rules update. Mr. Benshoof and Mr. Ham stated that the update was to address the price of frozen meter charges. The price of meters has gone up since the last update so the new price will be the current meter cost. After discussion, Trustee Frost made a motion to approve the new service rule. Trustee Emmert seconded the motion. On a voice vote the motion carried.

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 on the dredge basin is nearing completion. Mr. Ham stated that he is continuing to work on the lead service line inventory. Mr. Ham reported that they have changed several water meters.

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 the innerduct for both underground projects has arrived. Mr. Johnson reported that he has ordered the transformer for the Winterset Lofts. Mr. Johnson stated that they have been planning out the project for the Montross block uptown.

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

AYES: Emmert, Montross, Frost
 NAYS: None

UTILITIES
 ELECTRIC

PLANT:

Bomgaars, hdw supplies	9.61
Breedings Hardware, hdw supplies	107.49
Card Services, camera monitoring/retirement supplies	157.00
Card Services, fuses/mtg expenses/camera monitoring	719.97
CenturyLink, phone service	224.37
CINTAS First Aid & Safety, first aid supplies	105.93
City of Winterset, salaries	1,770.47
City of Winterset, salaries	1,954.83
Crystal Clear Water, safety supplies	8.83
DeWild Grant Reckert & Assoc, engineer fees	7,253.49
Granite Telecommunications, phone service	139.90
SIMECA, purchase power	228,502.85
The Bakery Unlimited, mtg supplies	15.67
Wiegert Disposal, garbage service	36.75

DISTRIBUTION:

Bill Jensen Heating/Cooling LLC, boiler repairs	449.16
Bomgaars, safety boots/Silliman/Eyerly	465.43
Border States Electric Supply, line supplies	588.49
Card Services, camera monitoring	29.95
Carquest of Winterset, battery	14.88
CenturyLink, phone service	66.77
CINTAS First Aid Safety, first aid supplies	87.77
City of Winterset, salaries	17,855.43
City of Winterset, salaries	18,274.98
Ditch-Witch Iowa Inc., equip repairs	3,829.31
Echo Group Inc., line supplies	11,242.60
Granite Telecommunications, phone service	64.98

IA Division of Labor, boiler inspections	40.00
Iowa One Call, locates	3.82
John Deere Financial, filters	607.95
Quality Car Care, truck repairs	227.20
VanWert Co, line supplies	1,078.52
WESCO, line supplies	12,081.46
Wiegert Disposal, garbage service	30.00
Winterset Oil Co, gasoline	545.91
<u>ACCOUNTING/COLLECTION:</u>	
Aula Wildin, deposit refund/interest	125.63
Beata Fletcher, deposit refund/interest	125.63
Brent Abbott, deposit refund/interest	81.08
Brick Road Books, deposit refund	125.00
Bud Hartsell, deposit refund/interest	126.51
Cale Painter, deposit refund/interest	125.63
Carol Berry, deposit refund/interest	125.63
City of Winterset, reimb internal	446.78
City of Winterset, reimb sewer/reimb garbage	16,214.87
City of Winterset, salaries	1,660.94
City of Winterset, salaries	2,017.32
Clearent LLC, CR/DB fees	3,081.24
Dale Austin Kirk, deposit refund/interest	125.63
Emily Clare Adams, deposit refund/interest	125.98
Hannah Wood, deposit refund	125.00
James Darnall, deposit refund/interest	80.20
Jerimiah Wood, deposit refund	125.00
Jerry England, deposit refund/interest	125.63
Julie Reed, deposit refund/interest	81.08
Kenny Cellucci, deposit refund/interest	126.26
Kyle Hubby, deposit refund/interest	125.63
Marisa Schneider, deposit refund/interest	125.63
Misty Radke, deposit refund/interest	125.63
Nickolas Hauge, deposit refund	125.00
Postmaster, postage	701.27
Sarah Allen, deposit refund/interest	126.26
Scott Sutherland, deposit refund/interest	125.63
Stepanie Steel, deposit refund/interest	125.63
Storey Kenworthy/Matt Parrott, utility bills	767.24
Terry Brauch, deposit refund/interest	125.63
Terry Schoenfeld, deposit refund/interest	125.63
<u>ADMINISTRATION:</u>	
Cit of Winterset, salaries	2,221.29
City of Winterset, benefits	11,506.83
City of Winterset, benefits	3,989.97
City of Winterset, reimb HRA	2,594.00
City of Winterset, reimb internal	446.78
City of Winterset, salaries	2,738.80
City of Winterset, transfer	16,810.00
Madison Co Chamber of Commerce, EVP contribution	468.75
Water Fund, reimb utilities	5,090.40
Winterset Madisonian, pub	76.63
<u>SALES:</u>	
Barb Smith, refund	352.58
<u>TRANSFERS:</u>	
Electric Revenue Bond Sinking, transfer	27,281.67
Electric System Improvement, transfer	5,500.00
ELECTRIC REVENUE BOND SINKING FUND	
<u>DEBT SERVICE:</u>	
UMB Bank NA, 2016A interest/2021B interest	26,000.00

WATER

PLANT:

Agriland FS Inc., gasoline	70.03
Breedings Hardware, hdw supplies	177.26
Calgon Carbon Corporation, chemicals	2,094.29
Capital One Trade Credit, toolbox	489.99
Card Services, camera monitoring/software/cert fee/office supplies/subscript	643.44
Card Services, camera monitoring/software/maint agreement	581.01
Chem-Sult Inc., chemicals	10,169.02
CINTAS First Aid & Safety, first aid supplies	239.88
City of Winterset, salaries	4,260.32
City of Winterset, salaries	6,780.13
Davis Equipment Corp, plant supplies	151.28
DPC Industries Inc., chemicals	100.00
DSM Hoist Inc., hoist inspections	1,255.00
Grainger Inc., hdw supplies	14.28
Granite Telecommunications, phone service	392.87
Hughes Network Systems LLC, internet service	250.92
IA Dept of Natural Resources, annual fee	85.00
Madison CO Environmental, admin fee	50.00
National Access Long Distance, long distance	61.24
Onsite Service Solutions LLC, maint contract	9,730.00
Quill.Com, office supplies	97.10
State Hygienic Laboratory, lab testing	462.00
USA Blue Book, testing supplies	2,416.14
Verizon, data service	80.16
Wiegert Disposal, garbage service	60.00
Winterset Municipal Utilities, utilities	5,090.40
Winterset Oil Co, gasoline	170.06

DISTRIBUTION:

Agriland FS Inc., gasoline	70.03
All American Turf Beauty, backflow inspection	23.95
Bill Jensen, boil repairs	394.00
Breedings Hardware, hdw supplies	76.37
CenturyLink, phone service	66.77
CINTAS First Aid & Safety, first aid supplies	77.01
City of Winterset, salaries	7,509.02
City of Winterset, salaries	9,053.59
Granite Telecommunications, phone service	64.96
Iowa One Call, locates	3.82
Madison CO Heath Care Systems, CDL testing	43.00
Martin Marietta Ag, rock	10,482.45
UnityPoint, CDL testing	42.00
VanWert Co, line supplies	1,736.20
Wiegert Disposal, garbage service	30.00
Winterset Oil Co, gasoline	170.05

ACCOUNTING/COLLECTION:

Storey Kenworthy/Matt Parrott, utility bills	767.24
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ADMINISTRATION:

City of Winterset, benefits	3,015.30
City of Winterset, benefits	8,317.14
City of Winterset, reimb HRA	2,594.00
City of Winterset, reimb internal	446.77
City of Winterset, reimb internal	446.78
City of Winterset, salaries	1,660.94
City of Winterset, salaries	2,017.34
City of Winterset, salaries	2,221.31
City of Winterset, salaries	2,738.80
City of Winterset, transfer	1,190.00
Clearent LLC, CR/DB fees	3,081.24
Madison Co Chamber of Commerce, EVP contribution	156.25
Postmaster, postage	701.27
Winterset Madisonian, pub	76.62

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	32,337.50
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TOTAL REVENUE

ELECTRIC:	\$530,901.67
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WATER:	\$201,715.68
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The date of the next regular meeting was set for 8:30 AM, Monday April 17th, 2023, at Light Plant. Being no further business, the Chairman declared the meeting was now adjourned.

Gary Emmert, Chairman

Attest:

Steve Benshoof, General Manager