

Tuesday, April 14<sup>th</sup>, 2020

The regular meeting of the Board of Trustees for Greenfield Municipal Utilities was called to order at 8:01 a.m. in the meeting room of City Hall by Chairperson Guikema.

Roll was called and those present were Trustees Jessi Christensen, Robert Guikema, and Terry Schneider. Also present were General Manager Scott Tonderum, and Assistant Office Manager Jessica Foster.

Absent: none

Schneider motioned seconded by Christensen to approve the agenda. Ayes: Christensen, Guikema, and Schneider; motion carried.

Motion by Schneider seconded by Christensen to approve the minutes from the March 10<sup>th</sup> meeting. Ayes: Christensen, Guikema and Schneider; motion carried.

The overtime report was reviewed.

Financial reports were reviewed.

Motion by Christensen seconded by Schneider to approve the claims as presented:

597	TREASURER - STATE OF IOWA	1ST QUARTER 2020 USE TAX	\$322.00
598	TREASURER - STATE OF IOWA	MARCH 2020 WET	\$3,052.00
599	TREASURER - STATE OF IOWA	ELECTRIC SALES TAX	\$6,806.00
600	SIMECA	MARCH PURCHASED ENERGY	\$117,255.79
25248	ICMA RETIREMENT-VANTAGEPOINT	457K ANNUITY	\$2,149.62
25249	R.D. DRENKOW & CO., INC.	FLEX SPENDING	\$240.38
25250	COLLECTION SERVICES CENTER	CHILD SUPPORT	\$318.46
25251	R.D. DRENKOW & CO., INC.	MARCH FSA ADMIN FEE	\$50.40
25252	CITY OF GREENFIELD	LIGHTING REBATE	\$91.00
25253	DELTA DENTAL OF IOWA	APRIL DENTAL INSURANCE	\$971.62
25254	GREENFIELD PUBLIC LIBRARY	LIGHTING REBATE	\$523.00
25255	MADISON NATIONAL LIFE	APRIL LIFE INSURANCE	\$198.23
25256	MAIL SERVICES LLC	MAILING SERVICES	\$675.07
25257	PATHIAN ADMINISTRATORS	APRIL VISION INSURANCE	\$249.35
25258	WELLMARK	APRIL HEALTH INSURANCE	\$7,573.52
25259	TRISTAR BENEFIT ADMIN	SELF FUNDING/HEALTH	\$1,752.80
25272	ICMA RETIREMENT-VANTAGEPOINT	457K ANNUITY	\$2,159.32
25273	CITY OF GREENFIELD	IPERS	\$9,027.56
25274	R.D. DRENKOW & CO., INC.	FLEX SPENDING	\$240.38
25275	COLLECTION SERVICES CENTER	CHILD SUPPORT	\$318.46
25276	GRNFLD MUNICIPAL UTILITIES	FEBRUARY FUEL	\$474.92
25277	KARL CHEVROLET	2020 CHEVROLET TRAVERSE	\$33,959.00
25278	VERIZON WIRELESS	CELL PHONE SERVICE/IPAD DATA	\$109.84
25279	AFLAC	SUPPLEMENTAL INSURANCE	\$216.45
25280	PETTY CASH	MEETING EXP	\$75.52
25281	TRISTAR BENEFIT ADMIN	SELF FUNDING/HEALTH	\$3,518.09
25282	WINDSTREAM	TELEPHONE SERVICE	\$733.39

25292	ICMA RETIREMENT-VANTAGEPOINT	457K ANNUITY	\$2,159.32
25293	R.D. DRENKOW & CO., INC.	FLEX SPENDING	\$240.38
25294	COLLECTION SERVICES CENTER	CHILD SUPPORT	\$318.46
25295	TRISTAR BENEFIT ADMIN	SELF FUNDING/HEALTH	\$347.20
25296	ADAIR CO MEM HOSP	PRE-EMP PHYSICAL/TESTING	\$1,319.00
25297	R.D. DRENKOW & CO., INC.	APRIL FSA ADMIN FEE	\$50.40
25298	AGRILAND FS, INC	FUEL/FILTERS	\$3,375.15
25299	ALLIANT ENERGY/IPL	GAS BILL	\$435.58
25300	BLUETARP FINANCIAL INC	DRILL PRESS/HOSE REEL	\$612.56
25301	BRITTANY MARTIN	CLEANING SERVICE-CHAMBER	\$400.00
25302	CENTRAL IOWA DISTRIBUTING, INC	SUPPLIES	\$225.10
25303	CHEM-SULT, INC	CHEMICALS	\$7,595.65
25304	CITY OF GREENFIELD	APR CONTRIB/MAR SWR FEES	\$45,760.17
25305	S & G HARVIEUX	TESTING	\$140.00
25306	PRODUCTIVITY PLUS ACCOUNT	FILTERS	\$122.00
25307	COUNSEL	BASE RATE/CLICKS	\$20.33
25308	CRESTON PUBLISHING COMPANY	PUBLICATION	\$240.07
25309	DGR ENGINEERING	DIESEL GEN-ENG-2/29/20	\$17,854.50
25310	DITCH WITCH - MINN & IOWA	SUPPLIES	\$296.29
25311	DON CARLOS INSURANCE AGENCY	PROP INS/CYBER	\$91,785.00
25312	ECHO ELECTRIC SUPPLY	SUPPLIES	\$2,376.55
25313	FARABEE MECHANICAL INC	PAY REQUEST #10	\$122,170.61
25314	FAREWAY STORES	SUPPLIES	\$45.91
25315	FASTENAL COMPANY	METAL SAFETY CAN	\$45.69
25316	FLETCHER-REINHARDT-IACR	STREET LIGHTS	\$464.80
25317	FOX WELDING CO.	SUPPLIES	\$121.27
25318	GFLD TRUE VALUE	SUPPLIES	\$318.17
25319	GRNFLD CHAMBER/MAIN STREET	2ND QUARTER 2020 COMM BLDG	\$800.00
25320	GRNFLD LUMBER CO	SUPPLIES	\$500.07
25321	GRNFLD MUNICIPAL UTILITIES	MARCH UTILITIES	\$5,702.78
25322	HAWKEYE TRUCK EQUIPMENT	SERVICE BODY	\$12,342.00
25323	IOWA ASSOCIATION OF MUNICIPAL	SWISS APRIL-JUNE 2020	\$948.47
25324	IOWA ONE CALL	LOCATES	\$18.90
25325	MADISON NATIONAL LIFE	MAY LIFE INSURANCE	\$198.23
25326	MAIL SERVICES LLC	MARCH BILLING	\$770.60
25327	MANGOLD ENVIRNMNTL TESTING	WATER TESTING	\$127.50
25328	MONGAN PAINTING CO., INC.	FILTER PAINT	\$370.73
25329	MUNICIPAL SUPPLY, INC.	SUPPLIES	\$3,460.00
25330	NEW PIG CORPORATION	SUPPLIES	\$829.97
25331	OETKEN OFFICE MACHINES	PACKING TAPE/DISPENSER	\$196.16
25332	PATHIAN ADMINISTRATORS	MAY VISION INSURANCE	\$249.35
25333	PIPER SIGN ART LLC	SOLARBEE SIGN	\$163.71
25334	RESCO	MARKING PAINT	\$457.31
25335	SCHILDBERG CONSTRUCTION CO	ROCK - LAKES	\$673.10
25336	SICKLES TRUCKING & REPAIR LLC	TIRES	\$712.00

25337	SKARSHAUG TESTING LABORATORY	GLOVES	\$92.26
25338	ULINE	FLOOR MATS	\$589.41
25339	VAN METER INC	PRESSURE SWITCHES	\$636.68
25340	VISA	MISC	\$1,405.91
25341	WALLACE AUTO SUPPLY	SUPPLIES	\$323.51
25342	WESCO DISTRIBUTION REC CORP	SUPPLIES	\$54.37
25343	FARABEE MECHANICAL INC	TRANSMITTERS	\$450.00
25344	GREENFIELD WIND POWER LLC	MARCH PURCHASED ENERGY	\$23,525.88
25345	SKY VOLT, INC	MARCH PURCHASED ENERGY	\$20,059.90
6004402	UNION STATE BANK	FED/FICA TAX	\$5,417.89
6004403	UNION STATE BANK	FED/FICA TAX	\$5,673.09
6004404	UNION STATE BANK	FED/FICA TAX	\$5,791.49
	TOTAL EXPENDITURES		\$584,443.60
	TOTAL REVENUES		\$459,954.69

Ayes: Christensen, Guikema and Schneider; motion carried.

Motion by Christensen seconded by Schneider to approve Pay Application #10 to Farabee Mechanical in the amount of \$122,170.61. Ayes: Christensen, Guikema, and Schneider; motion carried.

The GMU COVID-19 Response Plan was reviewed. Tonderum updated the board on the procedural changes that have been made to accommodate the response plan. Plan will be reviewed prior to April 30<sup>th</sup> to determine whether to extend another month. Motion by Christensen seconded by Schneider to approve the COVID-19 Response Plan. Ayes: Christensen, Guikema, and Schneider; motion carried.

GMU office job descriptions were reviewed. Motion by Schneider seconded by Christensen to recognize the newly presented Office Administrator position to be filled by Jessica Foster and vacate the Office Manager position currently filled by Rebecca Haase and the Assistant Office Manager position currently filled by Foster. Ayes: Christensen, Guikema, and Schneider; motion carried.

A note to the board from a customer regarding a water leak issue was presented to the board. Board consensus was that GMU policy was followed in this situation and while they sympathize with the customers issues, the situation was handled correctly.

#### **MANAGEMENT REPORT:**

Tonderum reported to the board that a Dump Truck has been located to purchase as authorized in 2019/20 GMU budget. Consensus by the board for Tonderum to purchase the 2013 International from O'Halloran. GMU received the annual dividend check from SIMECA in the amount of \$137,751 last week. The Downtown Generation Plant is approaching completion with the exception of the switchgear which is delayed due to the COVID-19 pandemic. GMU continues to help Fontanelle and Orient as needed each month. Tonderum reported that the GMU Shade Tree Program flyer has been updated and will be promoted in the coming weeks. The Chamber building has been cleaned out and waiting for restoration bids. The Board took a quick tour of the Downtown Generation Plant after the meeting.

The meeting was adjourned at 8:52 a.m.

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Chair, Robert Guikema

Attest: \_\_\_\_\_  
Jessica Foster, Office Administrator