

Thursday, December 10, 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 Robert Guikema and Terry Schneider. Also present were General Manager Scott Tonderum and Office Administrator Jessica Foster.

Absent: Jessi Christensen

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

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

The overtime report was reviewed.

Financial reports were reviewed.

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

627	SIMECA	OCTOBER PURCHASED ENERGY	\$146,731.48
628	TREASURER - STATE OF IOWA	ELECTRIC SALES TAX	\$6,293.00
629	TREASURER - STATE OF IOWA	NOVEMBER 2020 WET	\$2,954.00
630	SIMECA	NOVEMBER PURCHASED ENERGY	\$134,232.59
25955	ICMA RETIREMENT-VANTAGEPOINT	457K ANNUITY	\$2,352.71
25956	CITY OF GREENFIELD	IPERS	\$9,684.61
25957	R.D. DRENKOW & CO., INC.	FLEX SPENDING	\$240.38
25958	COLLECTION SERVICES CENTER	CHILD SUPPORT	\$605.54
25959	R.D. DRENKOW & CO., INC.	NOV FSA ADMIN FEE	\$56.70
25960	DELTA DENTAL OF IOWA	DECEMBER DENTAL INSURANCE	\$1,012.42
25961	GRNFLD CHAMBER/MAIN STREET	HOLIDAY LIGHTING PRIZES	\$150.00
25962	IOWA ASSOCIATION OF MUNICIPAL	SGCIS-OCT/NOV/DEC 2020	\$1,523.37
25963	MADISON NATIONAL LIFE	DECEMBER LIFE INSURANCE	\$214.23
25964	MAIL SERVICES LLC	OCTOBER BILLING	\$675.34
25965	WELLMARK	DECEMBER HEALTH INSURANCE	\$8,508.65
25966	PETTY CASH	PETTY CASH	\$19.07
25967	MEDIACOM BUSINESS	INTERNET SERVICES	\$236.90
25980	ICMA RETIREMENT-VANTAGEPOINT	457K ANNUITY	\$2,352.71
25981	R.D. DRENKOW & CO., INC.	FLEX SPENDING	\$240.38
25982	COLLECTION SERVICES CENTER	CHILD SUPPORT	\$605.54
25984	VERIZON WIRELESS	IPAD DATA	\$104.17
25985	WINDSTREAM	TELEPHONE SERVICE	\$638.44
25986	AFLAC	SUPPLEMENTAL INSURANCE	\$216.45
25987	AGRILAND FS, INC	FUEL	\$1,968.31
25988	ALLIANT ENERGY/IPL	GAS BILL	\$470.97
25989	BLUETARP FINANCIAL INC	TOOLS	\$199.96
25990	BORDER STATES ELECTRIC SUPPLY	SUPPLIES	\$1,287.14
25991	BROWN ELECTRIC CO	WTP BLOWER REPAIR	\$228.32
25992	CENTRAL IOWA DISTRIBUTING, INC	SUPPLIES	\$244.10
25993	CHEM-SULT, INC	CHEMICALS	\$3,853.10
25994	CITY OF GREENFIELD	NOV SWR FEES	\$54,608.96

25995	S & G HARVIEUX	TESTING	\$70.00
25996	COUNSEL	BASE RATE/CLICKS	\$17.68
25997	CRAIG FORD	CLOTHING MAINTENANCE	\$400.00
25998	CRESTON PUBLISHING COMPANY	PUBLICATION	\$153.36
25999	DES MOINES STAMP MANUFACTURING	PAID GMU STAMP	\$68.00
26000	DGR ENGINEERING	ENGINEERING	\$30,003.50
26001	DWEBWARE	ANNUAL WEB HOSTING	\$480.00
26002	ECHCO CONCRETE LLC	CONCRETE - COFER DAM	\$5,000.00
26003	ECHO ELECTRIC SUPPLY	SUPPLIES	\$6,674.56
26004	FAREWAY STORES	SUPPLIES	\$387.37
26005	FASTENAL COMPANY	SUPPLIES	\$469.29
26006	FOX WELDING CO.	IRON	\$471.87
26007	GFLD TRUE VALUE	SUPPLIES	\$59.10
26008	GRAINGER	THERMAL UNITS/TIME DELAY	\$269.30
26009	GREENFIELD WIND POWER LLC	NOVEMBER PURCHASED ENERGY	\$27,850.79
26010	GRNFLD LUMBER CO	WAREHOUSE UPGRADES/SUPPLIES	\$4,283.31
26011	GRNFLD MUNICIPAL UTILITIES	UTILITY BILLS	\$6,588.88
26012	GRNFLD OIL COMPANY	TIRE REPAIR	\$55.00
26013	HOWARD R GREEN COMPANY	WTP FACILITY PLAN-10/30/20	\$15,754.20
26014	IOWA ONE CALL	LOCATES	\$46.80
26015	IOWA RURAL WATER ASSOCIATION	2021 IRWA DUES	\$300.00
26016	IOWA UTILITIES BOARD	FY20 REMAINDER	\$1,803.00
26017	JASON BRUCE	CLOTHING MAINTENANCE	\$400.00
26018	JOHN GRUSS	MINI SPLIT REPAIR	\$100.00
26019	KOLBY BAIER	CLOTHING MAINTENANCE	\$400.00
26020	MANGOLD ENVIRNMNTL TESTING INC	WATER TESTING	\$146.50
26021	MAXWELL BRASHEAR	CLOTHING MAINTENANCE	\$400.00
26022	MAXWELL KUHNS	CLOTHING MAINTENANCE	\$400.00
26023	MIDWEST UNDERGROUND	SMOOTH BUCKET	\$1,954.61
26024	MUNICIPAL MANAGEMENT CORP	LEAK SURVEY	\$1,000.00
26025	MUNICIPAL SUPPLY, INC.	SUPPLIES	\$2,956.10
26026	OETKEN OFFICE MACHINES	INK/TAPE/DIVIDERS	\$237.14
26027	OVERHEAD DOOR CO	OPENERS	\$82.00
26028	RESCO	MARKING PAINT	\$60.40
26029	SAM GROVES	CLOTHING MAINTENANCE	\$400.00
26030	SCOTT TONDERUM	CLOTHING MAINTENANCE	\$400.00
26031	SKY VOLT, INC	NOVEMBER PURCHASED ENERGY	\$32,163.52
26032	STATE HYGENIC LABORATORY	WATER TESTING	\$20.00
26033	STEVE MCCANN	CLOTHING MAINTENANCE	\$400.00
26034	STUART C IRBY CO	SUPPLIES	\$665.33
26035	TONY HUTCHINSON	WAREHOUSE UPGRADE	\$1,485.00
26036	UNPLUGGED WIRELESS	PAGER	\$438.00
26037	VISA	MISC	\$918.28
26038	WALLACE AUTO SUPPLY	SUPPLIES	\$84.01
6004421	UNION STATE BANK	FED/FICA TAX	\$5,867.49
6004422	UNION STATE BANK	FED/FICA TAX	\$7,872.03
6004423	UNION STATE BANK	FED/FICA TAX	\$12.34

TOTAL EXPENDITURES

\$542,578.30

TOTAL REVENUES

\$458,595.33

Ayes: Guikema and Schneider; motion carried.

Tony Keller, CPA from O'Donnell, Ficenec, Wills & Ferdig, LLP was present by phone call to present the preliminary audit reports. Motion by Guikema seconded by Schneider to table acceptance of the audit until the final copy has been presented. Ayes: Guikema and Schneider; motion carried.

Motion by Schneider seconded by Guikema to authorize Tonderum to sign Task Order No. 05 (Electric System Study & Capital Improvements Plan) to Authorize DGR Engineering to Perform a Comprehensive Review of Greenfield Municipal Utility's Electrical System and Develop Short/Long Range Electric Capital Improvement Plan in the amount of \$24,900. Ayes: Guikema and Schneider; motion carried.

Motion by Schneider seconded by Guikema to authorize Tonderum to sign Task Order No. 06 (Spill Prevention Control and Countermeasures Plan Update) to Authorize DGR Engineering to Develop a Certified SPCC Plan for the North Plant, North Substation, Light Plant, Downtown Plant, Downtown Substation and Transformer Storage Area in the amount of \$6,500. Ayes: Guikema and Schneider; motion carried.

Motion by Guikema seconded by Schneider to authorize Tonderum to sign Task Order No. 07 (Arc Flash Analysis Updates) to Authorize DGR Engineering to Develop Arc Flash Analysis Updates for the North Plant, North Substation, Light Plant, Downtown Plant, Downtown Substation, 12.47 kV & 4.16 kV Primary Distribution System, and Water Treatment Plant & Associated Well Sites in the amount of \$19,700. Ayes: Guikema and Schneider; motion carried.

Motion by Schneider seconded by Guikema to approve the GMU Employee Agreement for January 1, 2021 to December 31, 2022. This agreement includes pay raises of 2.5% in 2021 and 3% in 2022 for non-management employees along with an additional 1% GMU contribution into 457K plans in 2021. Updated Exhibit B and Exhibit C addendums to the employee handbook regarding employee clothing and boot allowances were approved. Ayes: Guikema and Schneider; motion carried.

Motion by Schneider seconded by Guikema to approve the GMU Management Wage for January 1, 2021 to December 31, 2021 with a 2.5% wage increase and 1% 457K increase for management employees. Ayes: Guikema and Schneider; motion carried.

There were no customers or guests present.

#### **MANAGEMENT REPORT:**

Tonderum reported that block and mortar work has been started at the Downtown Generation Plant with more that will need to be completed in the spring during warmer temperatures. GMU continues to assist Fontanelle and Orient as needed. Lake water levels were reviewed by the board.

The meeting was adjourned at 9:08 a.m.

---

Chair, Robert Guikema

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