

Tuesday, December 10<sup>th</sup>, 2019

The regular meeting of the Board of Trustees for Greenfield Municipal Utilities was called to order at 8:00 a.m. in the City Council Chambers 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 Office Manager Rebecca Haase.

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 November 15<sup>th</sup> meeting. Ayes – Christensen, Guikema and Schneider; motion carried.

Tony Keller, CPA with O'Donnell, Ficenec, Wills, & Ferdig, LLP, presented the FY19 GMU Electric and Water Audits. Motion by Christensen seconded by Schneider to accept these audits. Ayes: Christensen, Guikema, and Schneider; motion carried.

Keller exited the meeting at 8:40 a.m.

The overtime report was reviewed.

Financial reports were reviewed.

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

584	TREASURER - STATE OF IOWA	NOVEMBER 2019 WET	\$	3,130.00
585	TREASURER - STATE OF IOWA	ELECTRIC SALES TAX	\$	7,216.00
24837	MCCANN, STEVE	WAGES	\$	1,771.37
24838	FOSTER, JESSICA	WAGES	\$	1,184.53
24839	TONDERUM, SCOTT	WAGES	\$	2,494.74
24840	BRUCE, JASON	WAGES	\$	1,380.85
24841	FORD, CRAIG	WAGES	\$	1,716.72
24842	BRASHEAR, MAXWELL	WAGES	\$	1,638.63
24843	BAIER, KOLBY	WAGES	\$	1,455.10
24844	GROVES, SAMUEL	WAGES	\$	1,665.17
24890	ADVANTAGE ADMINISTRATORS	NOVEMBER FSA ADMIN FEE	\$	50.40
24891	DELTA DENTAL OF IOWA	DECEMBER DENTAL INSURANCE	\$	1,050.26
24892	MADISON NATIONAL LIFE	DECEMBER LIFE INSURANCE	\$	198.02
24893	MAIL SERVICES LLC	BILLING EXPENSE	\$	669.80
24894	MULTIVISTA IOWA	MONTHLY MAINT NOVEMBER	\$	208.36
24895	PATHIAN ADMINISTRATORS	DECEMBER VISION INSURANCE	\$	249.35
24896	TRISTAR	SELF FUNDING/HEALTH	\$	1,054.48
24897	WELLMARK	DECEMBER HEALTH INSURANCE	\$	8,074.10
24898	MCCANN, STEVE	WAGES	\$	1,732.53
24899	FOSTER, JESSICA	WAGES	\$	1,184.52
24900	TONDERUM, SCOTT	WAGES	\$	2,494.74
24901	TONDERUM, SCOTT	VACATION PAYOUT	\$	1,408.59

24902	BRUCE, JASON	WAGES	\$	1,296.87
24903	BRUCE, JASON	VACATION PAYOUT	\$	932.92
24904	FORD, CRAIG	WAGES	\$	1,716.72
24905	FORD, CRAIG	VACATION PAYOUT	\$	968.69
24906	BRASHEAR, MAXWELL	WAGES	\$	1,638.63
24907	BAIER, KOLBY	WAGES	\$	1,609.36
24908	GROVES, SAMUEL	WAGES	\$	1,558.61
24909	ICMA RETIREMENT	457K ANNUITY	\$	2,032.57
24910	CITY OF GREENFIELD	IPERS	\$	9,506.32
24911	ADVANTAGE ADMINISTRATORS	FLEX SPENDING	\$	219.62
24912	COLLECTION SERVICES CENTE	CHILD SUPPORT	\$	371.54
24913	BARB HAUSCHILDT	LIGHTED PARADE SUPPLIES	\$	150.00
24914	GRNFLD CHAMBER/MAIN ST	EBILLING PROMOTION	\$	400.00
24915	GRFD MUNICIPAL UTILIT	OCTOBER FUEL	\$	462.40
24916	PETTY CASH	POSTAGE	\$	31.55
24917	PIPER SIGN ART LLC	SUPPLIES	\$	196.21
24918	SCHILDBERG'S CONSTRUCTION	ROCK	\$	294.23
24919	VERIZON WIRELESS	IPAD DATA	\$	110.30
24928	ICMA RETIREMENT	457K ANNUITY	\$	2,032.57
24929	R.D. DRENKOW & CO., INC.	FLEX SPENDING	\$	219.62
24930	COLLECTION SERVICES CENTER	CHILD SUPPORT	\$	371.54
24931	IOWA UTILITIES BOARD	FY20 ENERGY ASSESSMENT	\$	4,301.00
24932	WINDSTREAM	TELEPHONE SERVICE	\$	640.31
24933	21ST CENTURY COOPERATIVE	PROPANE	\$	15.00
24934	ADAIR CO MEM HOSP	TESTING	\$	69.00
24935	AFLAC	SUPPLEMENTAL INSURANCE	\$	216.45
24936	AGRILAND FS, INC	FUEL	\$	2,023.96
24937	ALLIANT ENERGY/IPL	GAS BILL	\$	523.11
24938	ALTEC INDUSRTIES INC	WEB SLING	\$	111.07
24939	BOOT BARN, INC	CLOTHING - BAIER/BRASHEAR	\$	1,112.75
24940	BORDER STATES ELECT SUPPLY	SUPPLIES	\$	2,855.10
24941	CENTRAL IOWA DISTRIBUTING	TERI X WIPES/GLASS CLEANER	\$	166.74
24942	CHEM-SULT, INC	CHEMICALS	\$	5,912.08
24943	CITY OF GREENFIELD	NOV SWR FEES	\$	48,882.04
24944	S & G HARVIEUX	TESTING	\$	65.00
24945	COUNSEL	BASE RATE/CLICKS	\$	21.33
24946	CRAIG FORD	CLOTHING MAINTENANCE	\$	400.00
24947	CRESTON PUBLISHING CO	PUBLICATION	\$	36.00
24948	DGR ENGINEERING	DIESEL GEN-ENG-10/31/19	\$	18,139.50
24949	DORSEY & WHITNEY LLP	2017/2018 EL REV REFUNDING	\$	30,000.00
24950	DWEBWARE	ANNUAL WEB HOSTING	\$	480.00
24951	ECHO ELECTRIC SUPPLY	SUPPLIES	\$	454.70
24952	FARABEE MECHANICAL INC	PAY REQUEST #6	\$	532,713.98
24953	FAREWAY STORES	SUPPLIES	\$	303.92
24954	FARMERS LUMBER CO	RV ANTIFREEZE	\$	13.39

24955	FASTENAL COMPANY	SUPPLIES	\$	31.91
24956	FLETCHER-REINHARDT-IACR	SUPPLIES	\$	791.80
24957	GFLD TRUE VALUE	SUPPLIES	\$	97.62
24958	GREENFIELD WIND POWER LLC	NOVEMBER PURCHASED ENERGY	\$	25,769.51
24959	GRNFLD LUMBER CO	SUPPLIES	\$	161.13
24960	GRNFLD MUNICIPAL UTILITIES	NOVEMBER UTILITY BILLS	\$	5,045.17
24961	IOWA ONE CALL	LOCATES	\$	45.00
24962	IOWA RURAL WATER ASSOC	2020 IRWA DUES	\$	300.00
24963	JACOBSEN INC OF ADAIR	BALL VALVE	\$	67.80
24964	JASON BRUCE	CLOTHING MAINTENANCE	\$	400.00
24965	KOLBY BAIER	CLOTHING MAINTENANCE	\$	400.00
24966	MANGOLD ENVIRNMNTL TEST	WATER TESTING	\$	104.00
24967	MAXWELL BRASHEAR	CLOTHING MAINTENANCE	\$	400.00
24968	MUNICIPAL MANAGEMENT	LEAK SURVEY	\$	2,000.00
24969	MUNICIPAL SUPPLY, INC.	SUPPLIES	\$	3,584.19
24970	OETKEN OFFICE MACHINES	MINUTE BINDER	\$	12.89
24971	PATHIAN ADMINISTRATORS	JANUARY VISION INSURANCE	\$	249.35
24972	SAM GROVES	CLOTHING MAINTENANCE	\$	400.00
24973	SCHILDBERG CONSTRUCTION	ROCK	\$	997.69
24974	SCOTT TONDERUM	CLOTHING MAINTENANCE	\$	400.00
24975	SKY VOLT, INC	NOVEMBER PURCHASED ENERGY	\$	26,015.22
24976	STEVE MCCANN	CLOTHING MAINTENANCE	\$	400.00
24977	TERRACON CONSULTANTS, INC.	CONCRETE TESTING	\$	630.30
24978	TRISTAR BENEFIT ADMIN	SELF FUNDING HEALTH	\$	2,377.41
24979	UNITED STATES PLASTIC CORP	55 GAL YELLOW DRUMS	\$	298.59
24980	VISA	MISC	\$	829.33
24981	WALLACE AUTO SUPPLY	SUPPLIES	\$	225.67
24982	WESCO DISTRIBUTION	SUPPLIES	\$	1,056.23
24983	WESTEC ENGINEERING INC	CONTROL COMP/FIELD SERV	\$	7,100.00
24984	ZIEGLER INC.	CATERPILLAR ENGINES	\$	1,816,506.90
24985	MAIL SERVICES LLC	NOVEMBER BILLING	\$	670.68
6004394	UNION STATE BANK	FED/FICA TAX	\$	6,176.44
6004395	UNION STATE BANK	FED/FICA TAX	\$	5,150.97
TOTAL EXPENDITURES			\$	2,626,300.76
TOTAL REVENUES			\$	472,086.39

Ayes: Christensen, Guikema and Schneider; motion carried.

Motion by Christensen seconded by Schneider to approve Pay Application #6 to Farabee Mechanical in the amount of \$532,713.98. Ayes: Christensen, Guikema, and Schneider; motion carried.

Christensen motioned seconded by Schneider to approve Pay Estimate to Ziegler in the amount of \$1,816,506.90 for 90% of the generators for the new power plant. Ayes: Christensen, Guikema, and Schneider; motion carried.

Schneider motioned seconded by Christensen to approve vehicle replacement purchases of a 2020 Chevrolet Traverse to replace the 2011 Equinox from Karl Chevrolet at a price of \$27,639 (including trade-in) and a 2020 Chevrolet Silverado 3500HD 4WD Double Cab to replace 2011 Ford Transit Connect at a price of \$28,250.24 ( including trade-in). Ayes: Christensen, Guikema, and Schneider; motion carried.

Motion by Schneider seconded by Christensen to approve purchase of a 2020 Reading Aluminum 98" Classic II Service Body for the 2020 Chevrolet Silverado at a price of \$14,520. Ayes: Christensen, Guikema, and Schneider; motion carried.

Motion by Schneider seconded by Christensen to update the General Manager's contract to include a 3% wage increase, allow comp time at a rate of ½ hour per hour to be capped at 100 hours, to allow the option for the 457 percent to increase from 10% to 12% in the future, and to approve 48 months for #6 – Retirement and in addition under #6 to include if Tonderum should pass away, his spouse would be able to remain on insurance under this contract for the remaining months. Ayes: Christensen, Guikema, and Schneider; motion carried.

Christensen motioned seconded by Schneider to update the Assistant General Manager's contract to include a 3% raise, another percent to the 457 (increasing it from 7% to 8%), and to allow comp time at a rate of ½ hour per hour to be capped at 100 hours. Ayes; Christensen, Guikema, and Schneider; motion carried.

Motion by Christensen seconded by Schneider to authorize HRGreen to perform a Water Facility Treatment Plant Facility Plan at an estimated cost of \$80,000. Ayes: Christensen, Guikema, and Schneider; motion carried.

There were no customers or guests present

#### **MANAGEMENT REPORT:**

Max Kuhns has been hired for the lineman position and will start following graduation and pre-employment screenings. The engines will be here next week. The switchgear is scheduled to be delivered January 22<sup>nd</sup>. GMU continues to assist with monitoring in Fontanelle and Orient. Email address for the board will be coming soon. The new communication equipment has been installed from the water tower to the water plant. Next year's meeting dates were handed out. Looking into the possibility of changing membership to a new safety group which would allow for the training to all be done in town and save time and mileage.

The meeting was adjourned at 9:58 a.m.

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Chair, Robert Guikema

Attest: \_\_\_\_\_  
Rebecca Haase, Office Manager