

Tuesday, December 13, 2016

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 Don Carlos.

Roll was called and those present were Trustees Lynne Don Carlos, Robert Guikema, and Terry Schneider. Also present were General Manager Scott Tonderum, and Office Manager Rebecca Haase.

Absent: none

Motion by Schneider seconded by Guikema to approve the agenda. Ayes – Don Carlos, Guikema and Schneider; motion carried.

Motion by Guikema seconded by Schneider to approve the minutes from the November 15<sup>th</sup> meeting. Ayes – Don Carlos, 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:

467	BANKERS TRUST COMPANY	2012 WATER REV BOND INT	\$ 7,623.75
468	TREASURER - STATE OF IOWA	NOV SALES TAX PAY	\$ 10,546.00
469	SIMECA	NOV PURCHASED ENERGY	\$ 133,032.51
21643	DELTA DENTAL OF IOWA	NOV & DEC PREMIUMS	\$ 1,773.68
21644	DATA TECHNOLOGIES, INC.	17 LICENSE & SUPPORT	\$ 3,822.54
21654	ICMA RETIREMENT	457K ANNUITY	\$ 965.76
21655	CITY OF GREENFIELD	IPERS	\$ 7,052.64
21656	AGRILAND FS, INC	LIGHT PLANT FUEL	\$ 15,476.59
21657	BRITTENY TURNER	OVERPAYMENT	\$ 25.00
21658	S & G HARVIEUX	TESTING	\$ 72.50
21659	GRNFLD MUNICIPAL UTILITIES	FUEL	\$ 476.88
21660	IOWA ONE CALL	OCT LOCATES	\$ 30.60
21661	JARED MASKER	WORK JEANS	\$ 239.49
21662	MAIL SERVICES LLC	OCT BILLING	\$ 673.80
21663	SAXTON INC	WORKSTATION PMT	\$ 2,511.05
21664	UNITED HEALTHCARE INS	LIFE AD&D	\$ 162.97
21665	HEALTHSMART BENEFIT	DEC VISION INS	\$ 203.68
21666	OFFICE MACHINES	FOLDERS	\$ 24.24
21667	PETTY CASH	MTG EXPENSE/MEAL	\$ 78.47
21668	VERIZON WIRELESS	CELL PHONE SERVICE	\$ 69.91
21669	WINDSTREAM	WAREHOUSE	\$ 588.62
21679	ICMA RETIREMENT	457K ANNUITY	\$ 965.76
21680	21ST CENTURY COOPERATIVE	SUPPLIES	\$ 52.57
21681	ADAIR COUNTY FREE PRESS	NOTICES/PUBLICATIONS	\$ 141.41
21682	AFLAC	SUPPLEMENTAL INS	\$ 99.60
21683	AGRILAND FS, INC	FUEL	\$ 1,339.28
21684	AMERICAN CONCRETE	6TH AND GRANT CONCRETE	\$ 1,362.50
21685	AMERICAN LEGION POST 265	FLAG - N PLANT	\$ 25.00

21686	BARB HAUSCHILDT	PARADE SUPPLIES	\$	150.00
21687	BORDER STATES ELECTRIC	SUPPLIES	\$	13.38
21688	CENTRAL IA MACHINE	TIRES	\$	380.00
21689	CHEM-SULT, INC	COAGULANT	\$	1,829.10
21690	CITY OF GREENFIELD	MONTHLY TRANSFER	\$	9,166.67
21691	S & G HARVIEUX	TESTING	\$	70.00
21692	CLARKE ELECTRIC COOP	LOCATING URD FAULT	\$	436.00
21693	CLAUSEN UNDERGROUND	BORE	\$	4,024.00
21694	CLINT HIGHT, PC	LEGL FEES	\$	500.00
21695	PRODUCTIVITY PLUS	1/2 GRAP BKT	\$	1,935.00
21696	CRAIG FORD	CLOTHING MAINT	\$	400.00
21697	CULLIGAN	DEC MAINT.	\$	31.03
21698	DUANE ARMSTEAD	DEC 2016 INS REIMB	\$	1,611.28
21699	ECHCO CONCRETE LLC	NE 6TH AND GRANT	\$	575.00
21700	ECHO ELECTRIC SUPPLY	SUPPLIES	\$	955.91
21701	ENGINEERING UNLIMITED INC	PADLOCKS	\$	367.32
21702	FAREWAY STORES	SUPPLIES	\$	289.52
21703	FASTENAL COMPANY	SUPPLIES	\$	68.24
21704	FOUNTAIN FLORIST, INC.	GUIKEMA SERVICES	\$	35.00
21705	G & L CLOTHING	BAIER	\$	592.85
21706	GFLD TRUE VALUE	SUPPLIES	\$	239.51
21707	GREENFIELD WIND POWER	NOV. PURCHASED ENERGY	\$	29,416.73
21708	GRNFLD LUMBER CO	SUPPLIES	\$	85.71
21709	GRNFLD MUNICIPAL UTILITIES	UTILITIES	\$	4,217.38
21710	HOTSY CLEANING SYSTEM	LANCE/NOZZLE/PLUG	\$	325.31
21711	IOWA RURAL WATER ASSOC	2017 DUES	\$	275.00
21712	JARED MASKER	CLOTHING MAINT	\$	400.00
21713	JASON BRUCE	CLOTHING MAINT	\$	400.00
21714	KINETICO WATER	CHEMICALS	\$	447.74
21715	KRIZ-DAVIS COMPANY	SUPPLIES	\$	3,652.45
21716	LOCAL UNION #55, IBEW	UNION DUES	\$	258.63
21717	MANGOLD ENVIRNMNTL	INV # 69695	\$	454.00
21718	MASTERCARD	TESTING	\$	53.20
21719	MAXWELL BRASHEAR	CLOTHING MAINT	\$	400.00
21720	MCMORRAN LAWN SERVICES	NOVEMBER MOWING	\$	285.00
21721	MUNICIPAL SUPPLY, INC.	GASKET	\$	87.63
21722	SCHILDBERG CONSTRUCTION	ROCK	\$	240.45
21723	SCHILDBERG'S INC.	OIL CHANGE 2011 CHEV EQ	\$	52.94
21724	SCOTT TONDERUM	CLOTHING MAINT	\$	400.00
21725	SKY VOLT, INC	NOV PURCHASED ENERGY	\$	27,343.47
21726	STAR EQUIPMENT, LTD	SAW	\$	3,043.92
21727	STEVE MCCANN	CLOTHING MAINT	\$	400.00
21728	VAN WERT INC	SUPPLIES	\$	635.58
21729	WALLACE AUTO SUPPLY	VEH EXP	\$	251.62
21730	WESCO DISTRIBUTION	LED LIGHTS	\$	15,825.95

21731	CITY OF GREENFIELD	NOV SEWER FEES	\$ 16,861.48
21732	GRNFLD MUNICIPAL UTILITIES	FUEL	\$ 437.77
6004308	UNION STATE BANK	FED/FICA TAX	\$ 4,622.69
6004309	UNION STATE BANK	FED/FICA TAX	\$ 4,733.91
TOTAL EXPENDITURES			\$ 328,715.17
TOTAL REVENUES			\$ 439,708.97

Ayes –Don Carlos, Guikema, and Schneider; motion carried.

Motion by Guikema seconded by Schneider to approve non-union employee raises for 2017 as presented. Ayes: Don Carlos, Guikema, and Schneider; motion carried.

Guikema motioned seconded by Schneider to accept the 2015-16 audit as presented by Tony Keller, CPA of O'Donnell, Ficene, Wills, & Ferdig, LLP, at the November meeting. Ayes: Don Carlos, Guikema, and Schneider; motion carried.

Motion by Schneider seconded by Guikema to approve the revisions to the GMU policy on the State of Iowa Public Water System Certificate Requirements as presented. Ayes: Don Carlos, Guikema, and Schneider; motion carried.

Following discussion of the proposal for GIS Workshop Mapping, motion by Schneider seconded by Guikema to authorize Tonderum to sign SOW for the Development of a SimpleCity Site with Editor and set up the process with GMU employees to locate and input the information, with initial set-up costs to be \$17,100. Ayes: Don Carlos, Guikema, and Schneider; motion carried.

**MANAGEMENT REPORT:**

New GMU employees are working out well. Sam Groves started on December 5<sup>th</sup> and Kolby Baier started December 12<sup>th</sup>. All employee email accounts are now being managed by CIPCO and CIPCO's IT will be finishing up the install at City Hall tomorrow. The warehouse and water plant will follow in the spring. The General Manager and Assistant General Manager agreements are on-going and will be reviewed each December. Tonderum met with the Adair County Fair Board President to provide information about upgrading electrical service at the Fairgrounds. Installation of the fuel flow meters on the CAT engines at the North Plant is complete. EOR and WOR reports were handed out.

The meeting was adjourned at 8:58 a.m.

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Chairperson, Lynne Don Carlos

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