

Tuesday, March 15, 2022

The regular meeting of the Board of Trustees for Greenfield Municipal Utilities was called to order at 8:00 a.m. in the Council Chambers of City Hall by Chairperson Schneider.

Roll was called and those present were Trustees Jessi Christensen, Mike Ladd and Terry Schneider. Also present were General Manager Scott Tonderum, Office Administrator Jessica Foster and Mayor Jimmie Schultz.

Absent: none

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

Ladd motioned seconded by Christensen to approve the minutes from the February 10th meeting. Ayes: Christensen, Ladd and Schneider; motion carried.

The overtime report was reviewed.

Financial reports were reviewed.

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

27158	ICMA RETIREMENT-VANTAGEPOINT	457K ANNUITY	\$3,004.57
27159	R.D. DRENKOW & CO., INC.	FLEX SPENDING	\$207.70
6004464	UNION STATE BANK	FED/FICA TAX	\$5,992.00
27160	R.D. DRENKOW & CO., INC.	FEBRUARY FSA ADMIN FEE	\$50.40
27161	DELTA DENTAL OF IOWA	MARCH DENTAL INSURANCE	\$940.28
27162	GRNFLD MUNICIPAL UTILITIES	JANUARY FUEL	\$775.45
27163	MADISON NATIONAL LIFE	MARCH LIFE INSURANCE	\$188.80
27164	MAIL SERVICES LLC	JANUARY BILLING	\$698.51
27165	NATIONAL PEN CO LLC	PENS	\$565.94
27166	REDLINE ENGINEERING	12K 4-POST LIFT	\$6,846.99
27167	REGION IV IAWEA	WATER CLASS	\$70.00
27168	TRISTAR BENEFIT ADMIN	SELF FUNDING/HEALTH	\$40.00
27169	WELLMARK	MARCH HEALTH INSURANCE	\$7,830.65
27170	ZIEGLER INC.	PREV MAINT-NP-#1 & #2	\$20,168.70
27171	ICMA RETIREMENT-VANTAGEPOINT	457K ANNUITY	\$3,015.37
27172	CITY OF GREENFIELD	IPERS	\$9,297.82
27173	R.D. DRENKOW & CO., INC.	FLEX SPENDING	\$207.70
27174	AWWA % BRIAN CADY	SPRING MEETING-5 ATTENDEES	\$250.00
27175	MEDIACOM BUSINESS	INTERNET SERVICES	\$256.90
27176	PETTY CASH	MISC	\$48.38
27177	TRISTAR BENEFIT ADMIN	SELF FUNDING/HEALTH	\$201.41
27178	US CELLULAR	METERING COMMUNICATION	\$54.29
27179	VERIZON WIRELESS	IPAD DATA	\$104.08
27180	WINDSTREAM	TELEPHONE SERVICE	\$279.99
6004465	UNION STATE BANK	FED/FICA TAX	\$6,003.58
682	TREASURER - STATE OF IOWA	FEBRUARY 2022 WET	\$3,266.00
683	TREASURER - STATE OF IOWA	FEBRUARY ELECTRIC SALES TAX	\$7,798.00
27183	TRISTAR BENEFIT ADMIN	SELF FUNDING/HEALTH	\$396.03
27181	ICMA RETIREMENT-VANTAGEPOINT	457K ANNUITY	\$3,015.37
27182	R.D. DRENKOW & CO., INC.	FLEX SPENDING	\$207.70

6004466	UNION STATE BANK	FED/FICA TAX	\$6,158.81
27184	R.D. DRENKOW & CO., INC.	MARCH FSA ADMIN FEE	\$50.40
27185	AFLAC	SUPPLEMENTAL INSURANCE	\$296.01
27186	AGRILAND FS, INC	FUEL	\$3,138.00
27187	AIR-MACH INC.	WATER PLANT SUPPLIES	\$781.00
27188	ALLIANT ENERGY/IPL	GAS BILL	\$1,343.86
27189	BORDER STATES ELECTRIC SUPPLY	ELECTRIC SUPPLIES	\$6,486.14
27190	CHEM-SULT, INC	CHEMICALS	\$5,667.60
27191	CIPCO	ELECTRIC METERS	\$18,896.69
27192	CITY OF GREENFIELD	FEB SEWER FEES/MAR CONTRIB	\$68,767.59
27193	COUNSEL	BASE RATE/CLICKS	\$24.99
27194	CRESTON PUBLISHING COMPANY	PUBLICATION	\$148.70
27195	DGR ENGINEERING	ELECTRICAL ENGINEERING FEES	\$3,174.00
27196	ECHO ELECTRIC SUPPLY	WTP PILOT SUPPLIES	\$3,460.50
27197	FAREWAY STORES	SUPPLIES	\$145.82
27198	FASTENAL COMPANY	SUPPLIES	\$344.73
27199	FLOMOTION SYSTEMS INC	PUMP	\$1,327.00
27200	FOX WELDING CO.	IRON	\$76.92
27201	GFLD TRUE VALUE	SUPPLIES	\$89.11
27202	GRAINGER	CLEVIS HANGER/BEAM CLAMP	\$129.36
27203	GREENFIELD WIND POWER LLC	FEBRUARY PURCHASED ENERGY	\$27,132.93
27204	GRNFLD CHAMBER/MAIN STREET	CONTRACT LABOR	\$1,687.17
27205	GRNFLD LUMBER CO	SUPPLIES	\$2,447.76
27206	GRNFLD MUNICIPAL UTILITIES	FEBRUARY UTILITY BILLS	\$5,893.19
27207	HACH COMPANY	CHEMICALS	\$1,975.29
27208	IOWA ASSOCIATION OF MUNICIPAL	2022/23 DUES	\$8,253.00
27209	JACOBSEN INC OF ADAIR	WATER SUPPLIES	\$3,120.42
27210	JESSICA FOSTER	MILEAGE - ORIENT	\$10.89
27211	JOHNSON TRAILER SALES	16' GRAVITY TILT TRAILER	\$9,200.00
27212	LAMB TILING	LANDSCAPE FABRIC	\$750.00
27213	MADISON NATIONAL LIFE	APRIL LIFE INSURANCE	\$222.00
27214	OETKEN OFFICE MACHINES	PRINTER INK	\$320.30
27215	PATHIAN ADMINISTRATORS	APRIL VISION INSURANCE	\$242.42
27216	RESCO	ELECTRIC SUPPLIES	\$39,504.70
27217	SICKLES TRUCKING & REPAIR LLC	TIRES	\$1,179.90
27218	SIMECA	FEBRUARY PURCHASED ENERGY	\$130,311.23
27219	SKARSHAUG TESTING LABORATORY	GLOVE TESTING	\$221.78
27220	SKY VOLT, INC	FEBRUARY PURCHASED ENERGY	\$24,034.92
27221	STATE HYGENIC LABORATORY	WATER TESTING	\$397.50
27222	STEVE MCCANN	PARTS	\$18.18
27223	STUART C IRBY CO	CARDINAL TRANFORMER	\$66,410.62
27224	UNITY POINT HEALTH	HEARING TESTS	\$156.18
27225	USA BLUE BOOK	DIGITAL PUMP	\$2,225.66
27226	VISA	MISC	\$283.11
27227	WALLACE AUTO SUPPLY	SUPPLIES	\$1,417.91
	TOTAL EXPENDITURES		\$529,706.90

TOTAL REVENUE

\$508,447.83

Ayes: Christensen, Ladd and Schneider; motion carried.

Motion by Christensen seconded by Ladd to approve Tonderum to sign the Engagement Letter and Joint Representation Letter with Ahlers Cooney, P.C. Attorneys for future municipal law needs. Ayes: Christensen, Ladd and Schneider; motion carried.

Tonderum reviewed the 2022/2023 insurance package with Don Carlos Insurance. Christensen motioned seconded by Ladd to accept the proposal at a cost of \$101,080 per year. Ayes: Christensen, Ladd and Schneider; motion carried.

Motion by Ladd seconded by Christensen to approve a 3-year maintenance contract with IXOM Watercare in the amount of \$35,700 for the maintenance of the Solar Bees. Ayes: Christensen, Ladd and Schneider; motion carried.

Motion by Christensen seconded by Ladd to approve Tonderum to sign the annual Information Technology Service Agreement with CIPCO in the amount of \$4,243 as the basic fee. Hours will be billed quarterly going forward rather than purchasing a block of hours at the beginning of the agreement. Ayes: Christensen, Ladd and Schneider; motion carried.

Foster presented an Electronic Document Retention Policy for review. Motion by Ladd seconded by Christensen to approve the policy. Ayes: Christensen, Ladd and Schneider; motion carried.

Christensen motioned seconded by Ladd to approve Resolution #2.22 – Shredding of Old Documents that have been converted to electronic format. Ayes: Christensen, Ladd and Schneider; motion carried.

Mayor Schultz reported that the City Council has hired Laura Wolfe as City Clerk with an anticipated start date of March 28, 2022.

MANAGEMENT REPORT:

Tonderum asked the Board to begin thinking about moving our current shared employee to full time status in the near future. Tonderum and Foster plan to have discussions with City and Chamber officials on how to utilize the position to the best ability for everyone. Tonderum reported on the status of the Water Treatment Plant Pilot Study. The pilot plate settler is installed, plumbed and wired. The other pilot equipment should be installed in the next few weeks and he hopes to have more to report at the next meeting. The Joint Agreement with City of Fontanelle has been signed and will be recorded. Foster continues to help Orient with billing updates but is making good progress with the help of Orient's City Clerk. The rebate program website is hoped to be live shortly and will begin promoting. Tonderum reported that Corbin Bond has accepted the entry level position at \$24/hour starting on March 28, 2022. The Cardinal transformer is still waiting for the electrical contractor to finish work on Cardinals end. Final closing on the REDLG program with Ryan R Frost, DDS was held last week and funds were distributed. Max Kuhns has passed year 2 of his apprenticeship program and was given the appropriate wage increase for that step. The new water fountain that was funded with FIND money was installed this week at City Hall. All employees had hearing tests in February. The apprentice lineman position has been accepted by Brian Morrison with a start date in late May/early June after his line school graduation.

The meeting was adjourned at 9:17 a.m.

Chair, Terry Schneider

Attest: _____
Jessica Foster, Office Administrator