

Tuesday, April 12, 2022

The regular meeting of the Board of Trustees for Greenfield Municipal Utilities was called to order at 8:01 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 March 15th 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:

27228	DELTA DENTAL OF IOWA	APRIL DENTAL INSURANCE	\$940.28
27229	MAIL SERVICES LLC	FEBRUARY BILLING	\$700.99
27230	WELLMARK	APRIL HEALTH INSURANCE	\$7,830.65
27231	ICMA RETIREMENT-VANTAGEPOINT	457K ANNUITY	\$3,015.37
27232	CITY OF GREENFIELD	IPERS	\$9,409.39
27233	R.D. DRENKOW & CO., INC.	FLEX SPENDING	\$207.70
27235	CITY OF GREENFIELD	IPERS	\$141.57
6004467	UNION STATE BANK	FED/FICA TAX	\$6,021.30
6004468	UNION STATE BANK	FED/FICA TAX	\$137.70
27236	MEDIACOM BUSINESS	INTERNET SERVICES	\$256.90
27237	TRISTAR BENEFIT ADMIN	SELF FUNDING/HEALTH	\$36.61
27238	US CELLULAR	METERING COMMUNICATION	\$226.44
27239	VERIZON WIRELESS	CELL PHONE SERVICE/IPA DATA	\$104.08
27240	CORBIN BOND	BOOT ALLOWANCE	\$128.39
27241	PETTY CASH	PETTY CASH	\$12.00
27242	WINDSTREAM	TELEPHONE SERVICE	\$279.99
685	TREASURER - STATE OF IOWA	1ST QUARTER USE TAX	\$958.85
686	TREASURER - STATE OF IOWA	ELECTRIC SALES TAX	\$7,874.27
687	TREASURER - STATE OF IOWA	MARCH 2022 WET	\$3,343.52
27245	ALLISON POWELL/DYLAN DOWNING	REFUND	\$767.92
27246	MATURA ACTION CORPORATION	LIHEAP REFUND	\$576.26
27247	MATURA ACTION CORPORATION	LIHEAP REFUND	\$112.00
27248	TRISTAR BENEFIT ADMIN	SELF FUNDING/HEALTH	\$1,124.33
27243	ICMA RETIREMENT-VANTAGEPOINT	457K ANNUITY	\$3,264.97
27244	R.D. DRENKOW & CO., INC.	FLEX SPENDING	\$207.70
6004469	UNION STATE BANK	FED/FICA TAX	\$6,297.07
688	SIMECA	MARCH PURCHASED ENERGY	\$142,950.75
27249	21ST CENTURY COOPERATIVE	VERSAGRASS/SEED OATS	\$910.03
27250	R.D. DRENKOW & CO., INC.	FLEX BENEFITS CONTRIBUTION	\$431.70
27251	AFLAC	SUPPLEMENTAL INSURANCE	\$296.01

27252	AGRILAND FS, INC	FUEL	\$4,233.55
27253	AHLERS COONEY	LEGAL SERVICES	\$492.00
27254	ALLIANT ENERGY/IPL	GAS BILL	\$970.22
27255	AQUATIC CONTROL	AQUATHOL K	\$2,558.47
27256	BOOT BARN, INC	EMPLOYEE CLOTHING	\$3,328.76
27257	CAPITAL CITY EQUIPMENT CO	HOSE	\$1,056.87
27258	CHEM-SULT, INC	CHEMICALS	\$5,800.68
27259	CITY OF GREENFIELD	MARCH SEWER FEES	\$67,416.09
27260	S & G HARVIEUX	TESTING	\$70.00
27261	COUNSEL	BASE RATE/CLICKS	\$48.34
27262	CRESTON PUBLISHING COMPANY	PUBLICATION	\$219.18
27263	DGR ENGINEERING	ELECTRICAL ENGINEERING FEES	\$2,228.00
27264	DON CARLOS INSURANCE AGENCY	PROPERTY INS/CYBER	\$101,080.00
27265	E&I SPECIALISTS, INC	PAY REQUEST #3	\$2,115.25
27266	ECHO ELECTRIC SUPPLY	SUPPLIES	\$1,188.04
27267	FAREWAY STORES	WATER TESTING SUPPLIES	\$4.72
27268	FLOMOTION SYSTEMS INC	PUMP HOSE	\$346.00
27269	FOX WELDING CO.	IRON	\$31.24
27270	GFLD TRUE VALUE	SUPPLIES	\$339.56
27271	GRAINGER	WATER SUPPLIES	\$78.10
27272	GREENFIELD WIND POWER LLC	MARCH PURCHASED ENERGY	\$30,036.60
27273	GRNFLD CHAMBER/MAIN STREET	CONTRACT LABOR	\$2,153.46
27274	GRNFLD LUMBER CO	SUPPLIES	\$669.33
27275	GRNFLD MUNICIPAL UTILITIES	MARCH UTILITY BILLS	\$8,415.71
27276	GRNFLD OIL COMPANY	SKIDLOADER TRACKS	\$3,350.00
27277	HACH COMPANY	CHEMICALS	\$157.56
27278	HOWARD R GREEN COMPANY	WTP PILOT STUDY-02/18/22	\$5,805.56
27279	IOWA ASSOCIATION OF MUNICIPAL	SGCIS-APR/MAY/JUN 2022	\$1,557.86
27280	JACOBSEN INC OF ADAIR	WATER SUPPLIES	\$2,224.80
27281	JOHN GRUSS	PLEATED FILTERS	\$144.48
27282	MANTECH	PECOD ANALYZER	\$7,911.00
27283	MARKIT PROFESSIONALS, LLC	EMPLOYEE CLOTHING	\$315.74
27284	STOREY KENWORTHY CORP	PAST DUE NOTICES	\$402.23
27285	MELISSA S LARSON, P.C.	LEGAL FEES	\$1,150.00
27286	MIDWEST UNDERGROUND	PARTS	\$365.39
27287	MUNICIPAL SUPPLY, INC.	WATER SUPPLIES	\$3,995.08
27288	OETKEN OFFICE MACHINES	OFFICE SUPPLIES	\$58.01
27289	PLUMB SUPPLY COMPANY	PVC ADAPTER	\$75.06
27290	SCHILDBERG CONSTRUCTION CO	ROCK AT WELLS	\$1,205.09
27291	SKARSHAUG TESTING LABORATORY	GLOVE TESTING	\$49.47
27292	SKY VOLT, INC	MARCH PURCHASED ENERGY	\$31,934.23
27293	STATE HYGENIC LABORATORY	WATER TESTING	\$137.50
27294	STEVE MCCANN	PARTS	\$58.51
27295	STUART C IRBY CO	ELECTRIC FUSES	\$10,914.00
27296	VISA	MISC	\$1,610.11
27297	WALLACE AUTO SUPPLY	SUPPLIES	\$661.26
27298	WESTEC ENGINEERING INC	PAKTOR/BIOFILTER	\$5,000.00

27299 ZIEGLER INC.	PARTS	\$290.17
TOTAL EXPENDITURES		\$512,818.02
TOTAL REVENUES		\$831,505.59

Ayes: Christensen, Ladd and Schneider; motion carried.

Motion by Christensen seconded by Ladd for Schneider to sign the Release of Real Estate Mortgage with Community Development Corporation of Greenfield. Ayes: Christensen, Ladd and Schneider; motion carried.

Tonderum presented the third and final pay request from E & I Specialists, Inc for the North Plant/Substation SCADA improvements in the amount of \$2,115.25. Christensen motioned seconded by Ladd to approve the pay request. Ayes: Christensen, Ladd and Schneider; motion carried.

Motion by Ladd seconded by Christensen to update the Revolving Loan Committee Members to include Scott Tonderum, Jessica Foster, Terry Schneider, Todd Jones, Paul Nelson and Lynne Don Carlos. Ayes: Christensen, Ladd and Schneider; motion carried.

Motion by Christensen seconded by Ladd to adopt the updated GMU Employee Policy Handbook Exhibit A listing the pay rate and classification for all GMU positions. Ayes: Christensen, Ladd and Schneider; motion carried.

Tonderum presented an updated Equipment Rental Policy for review based on current equipment replacement costs. Motion by Ladd seconded by Christensen to adopt the new policy. Ayes: Christensen, Ladd and Schneider; motion carried.

Motion by Christensen seconded by Ladd to move Morgan McDermott from a part time employee to a full time employee beginning on Monday, April 18, 2022 at \$16/hour. Ayes: Christensen, Ladd and Schneider; motion carried.

Foster presented Resolution #3.22 – Adopting the Iowa League of Cities Record Retention Manual for Iowa Cities as the Records Retention Policy for GMU. Motion by Christensen seconded by Ladd to adopt the presented manual. Ayes: Christensen, Ladd and Schneider; motion carried.

Christensen motioned seconded by Ladd to approve Resolution #4.22 – Authorizing the Destruction of Certain Utility Records as allowed by the Iowa League of Cities Record Retention Manual for Iowa Cities. Ayes: Christensen, Ladd and Schneider; motion carried.

Motion by Ladd seconded by Christensen to have Laura Wolfe, City Clerk added as a signor to GMU financial accounts. Ayes: Christensen, Ladd and Schneider; motion carried.

Mayor Schultz reported that Laura Wolfe has started as City Clerk and things in the office are going well. He also reported the Officer Fry will graduate from Law Enforcement Academy next week and return to duty.

MANAGEMENT REPORT:

Tonderum reported that the Ahlers & Cooney Joint Representation letter that was approved at last meeting has been signed. GMU employees are working with the DNR and City of Fontanelle employees to get the Fontanelle Water Plant operational. The new 4 post vehicle lift has been installed in the shop. GMU started work on the 21st Century Coop transformer relocation this week. GMU employees will be installing new LED lighting in the City Hall building as time allows. There will be an Economic Development community meeting in May with local business owners to discuss how to help with workforce issues. Foster is starting to work on grant opportunities for the Water Treatment Plant project. Tonderum told the Board that as of today, both lakes are essentially full for the time being.

The meeting was adjourned at 9:05 a.m.

Chair, Terry Schneider

Attest: _____
Jessica Foster, Office Administrator