

GLENWOOD MUNICIPAL UTILITIES BOARD OF TRUSTEES
 BOARD MEETING
 APRIL 15, 2020
 CITY HALL
 8:00 A.M.

The Glenwood Municipal Utilities Board of Trustees met on Wednesday, April 15, 2020 at 8:00 am for a Board meeting via Go to Meeting. Chairman Doug Meggison called the meeting to order at 8:00 AM.

The following were present:

Board Members: Doug Meggison, Dick Davis, Marcia Cain, Lonnie Mayberry, Vonnie Esterling joined at 8:02am

Absent Members: none

Utilities Superintendent: Dave Malcom

Executive Secretary: Wendy Ensley

PJ Representative- none

Guests:

Jim Olmsted- Olmsted & Perry

Jake Zimmerer- Olmstead & Perry

Rick Allely - MCED

Motion by Davis, seconded by Mayberry to approve the agenda.

Upon the roll the vote was:

Ayes: Meggison, Davis, Cain, Mayberry

Nays: None Motion Carried

Motion by Mayberry, seconded by Cain to approve the March 18, 2020 meeting minutes.

Upon the roll the vote was:

Ayes: Meggison, Davis, Cain, Mayberry

Nays: None Motion Carried

Motion by Cain, seconded by Mayberry to approve the March 24, 2020 Special meeting minutes.

Upon the roll the vote was:

Ayes: Meggison, Davis, Cain, Mayberry

Nays: None Motion Carried

Board member Vonnie Esterling joined the meeting at 8:02 am.

Board member Mayberry reviewed claims this month and recommends approval, seconded by Davis.

Upon the roll the vote was:

Ayes: Meggison, Davis, Cain, Esterling, Mayberry

Nays: None Motion Carried

Bank Account 1120 3/18/2020 Thru 4/15/2020

Water Fund

<u>Chk</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
#			
27439	NO FRILLS SUPERMARKETS		CK 25.62
27439	NO FRILLS SUPERMARKETS		VC -25.62
27386	GRAINGER	Supplies	CK 156.01
27387	IOWA ONE CALL	Locate Service	CK 24.80
27388	LARSEN SUPPLY CO.	Supplies	CK 29.13
27389	RUSS'S MARKET	Supplies	CK 2.15
27390	Spiral Communications LLC	Phone	CK 31.99
27391	U.S. POST OFFICE	Postage	CK 500.71
27392	USA BLUE BOOK	Lab supplies	CK 364.59

27393	GIS Benefits	Met Life benefits	CK	276.51
27394	MID-AMERICAN ENERGY	Electric	CK	3500.33
27395	Bomgaars Supply	Supplies	CK	20.96
27396	COUNCIL BLUFFS WINSUPPLY	Inventory	CK	1200.93
27397	Dollar General	Lab supplies	CK	10.50
27398	DPC INDUSTRIES	Chemicals	CK	394.80
27399	GLENWOOD-AUTO VALUE	Supplies	CK	5.89
27400	QUILL CORPORATION	Office supplies	CK	307.43
27401	RUSS'S MARKET	Cleaning supplies	CK	8.34
27402	USA BLUE BOOK	Safety Equipment	CK	80.87
27403	UTILITY EQUIPMENT COMPANY	Inventory parts	CK	70.97
27404	Verizon Wireless	Phone	CK	100.03
27406	OLMSTED & PERRY ENGINEERS	Engineering	CK	6392.53
27407	RUSS'S MARKET	Supplies	CK	6.55
27419	JOEL MAY,	REFUND - 236142	CK	71.39
27421	Bomgaars Supply	Supplies	CK	33.53
27422	Century Link	phone	CK	58.12
27423	CITY OF PACIFIC JUNCTION	Sewer collection	CK	1341.11
27425	GLENWOOD FEED/IND. SUPPLY	Supplies	CK	17.15
27426	HAWKINS, INC.	Chemicals	CK	518.75
27427	MUNICIPAL SUPPLY, INC.	Inventory	CK	2073.10
27429	VISA	Operator Certifications	CK	120.00
27430	Matt Coover	Medicare reimbursement	CK	0.81
27432	CHERYAL RUTH	Medicare reimbursement	CK	0.34
27433	HILLEARY SCHRAGE	Medicare reimbursement	CK	0.21
27434	KONICA MINOLTA	Lease	CK	95.01
27437	GMU PETTY CASH	Postage/supplies	CK	18.34
27440	RUSS'S MARKET	Office supplies	CK	8.95
27442	UTILTIY TRENCHING INC	Curb stop repair	CK	3817.50
27443	Ben Lundstrom Electrical Contracting	Electrical Repairs	CK	90.00
27444	BP AMOCO	Fuel	CK	433.79
27445	PERRY COOK	Concrete repairs	CK	4660.40
27446	DPC INDUSTRIES	Chemicals	CK	808.20
27450	PROF. COMPUTER SOLUTIONS	Hosting fees	CK	1139.90
27451	UTILTIY TRENCHING INC	Leak repairs	CK	1825.00
27452	CLAYTON GIESTING,	REFUND - 225354	CK	11.53
27453	JOSLYN PFEIFER	REFUND - 243190	CK	31.13
27454	Bomgaars Supply	Supplies	CK	28.98
27455	GLENWOOD FEED/IND. SUPPLY	Shipping	CK	19.37
27456	MANGOLD ENVIRO TESTING	Lab analysis	CK	104.00
27457	THE OPINION-TRIBUNE	Publications	CK	100.11
27458	QUILL CORPORATION	Office supplies	CK	36.70
27459	Aetna Behavioral Health, LLC	EAP Premium	CK	33.60
27471	KERNS EXCAVATING COMPANY	3rd Street watermain replacement	CK	8484.68
8800295	DEPT OF THE TREASURY	FICA/MED	WT	3553.88
8800296	IOWA WORKFORCE DEV.	Unemployment tax	WT	96.22
8800297	IPERS	IPERS	WT	7047.00
8800298	TREASURER - STATE OF IOWA	W/H tax	WT	1657.12
8800299	TREASURER - STATE OF IOWA	WET tax	WT	3355.76
8800300	TREASURER - STATE OF IOWA	Sales tax	WT	742.77
8800301	DEPT OF THE TREASURY	FICA/MED	WT	3196.62

Water Fund Total	\$62,934.59
-------------------------	--------------------

Bank Account 1120	\$62,934.59
--------------------------	--------------------

<u>Chk</u> #	<u>Vendor</u>	<u>Description</u>		<u>Amount</u>
27439	NO FRILLS SUPERMARKETS	Supplies	CK	25.62
27439	NO FRILLS SUPERMARKETS	Void check	VC	-25.62
27383	Bomgaars Supply	Supplies	CK	36.90
27384	Glenwood Auto parts-NAPA	Supplies	CK	113.46
27385	GLENWOOD FEED/IND. SUPPLY	Shipping	CK	38.22
27386	GRAINGER	Supplies	CK	156.01
27387	IOWA ONE CALL	Locate Service	CK	24.80
27388	LARSEN SUPPLY CO.	Supplies	CK	29.13
27389	RUSS'S MARKET	Supplies	CK	6.64
27390	Spiral Communications LLC	Phone	CK	31.98
27391	U.S. POST OFFICE	Postage	CK	500.71
27392	USA BLUE BOOK	Lab supplies	CK	30.19
27393	GIS Benefits	Met Life benefits	CK	52.95
27394	MID-AMERICAN ENERGY	Electric	CK	3944.39
27399	GLENWOOD-AUTO VALUE	Supplies	CK	5.89
27400	QUILL CORPORATION	Office supplies	CK	307.45
27402	USA BLUE BOOK	Safety Equipment	CK	123.78
27404	Verizon Wireless	Phone	CK	20.00
27405	GLENWOOD FEED/IND. SUPPLY	Shipping	CK	18.09
27406	OLMSTED & PERRY ENGINEERS	Engineering	CK	4023.88
27420	BLACK HILLS ENERGY	Natural Gas	CK	39.25
27422	Century Link	phone	CK	119.68
27424	Glenwood Auto parts-NAPA	Supplies	CK	7.99
27425	GLENWOOD FEED/IND. SUPPLY	Supplies	CK	40.07
27426	HAWKINS, INC.	Chemicals	CK	212.75
27428	TRADEMARK DOOR	Garage Door repair	CK	270.00
27431	MICHAEL E DARNOLD	Medicare reimbursement	CK	0.84
27432	CHERYAL RUTH	Medicare reimbursement	CK	0.34
27433	HILLEARY SCHRAGE	Medicare reimbursement	CK	0.21
27434	KONICA MINOLTA	Lease	CK	94.99
27436	Bomgaars Supply	Fasteners	CK	7.18
27437	GMU PETTY CASH	Postage/supplies	CK	18.34
27438	MOTION INDUSTRIES, INC.	Repair parts	CK	407.61
27440	RUSS'S MARKET	Office supplies	CK	8.95
27441	USA BLUE BOOK	Lab supplies	CK	46.40
27443	Ben Lundstrom Electrical Contracting	Electrical Repairs	CK	298.50
27444	BP AMOCO	Fuel	CK	441.07
27447	GLENWOOD FEED/IND. SUPPLY	Shipping	CK	42.38
27448	MANGOLD ENVIRO TESTING	Lab analysis	CK	1412.00
27449	MIDWEST LABORATORIES INC.	Lab analysis	CK	16.90
27450	PROF. COMPUTER SOLUTIONS	Hosting fees	CK	1139.90
27455	GLENWOOD FEED/IND. SUPPLY	Shipping	CK	39.34
27457	THE OPINION-TRIBUNE	Publications	CK	100.12
27458	QUILL CORPORATION	Office supplies	CK	36.69
27459	Aetna Behavioral Health, LLC	EAP Premium	CK	8.40
27460	Century Link	Phone	CK	98.99
8800295	DEPT OF THE TREASURY	FICA/MED	WT	1254.58
8800296	IOWA WORKFORCE DEV.	Unemployment tax	WT	35.66
8800297	IPERS	IPERS	WT	2436.33
8800298	TREASURER - STATE OF IOWA	W/H tax	WT	741.78
8800300	TREASURER - STATE OF IOWA	Sales tax	WT	587.16
8800301	DEPT OF THE TREASURY	FICA/MED	WT	1219.18
Sewer Fund Total				\$20,673.67

March 2020 Receipts - \$195,798.57

Discussed cell phone reimbursement policy. Motion by Mayberry, seconded by Esterling to approve Resolution # 661-20.

Upon the roll the vote was:

Ayes: Meggison, Davis, Cain, Esterling, Mayberry

Nays: None Motion Carried

Motion by Mayberry, seconded by Esterling to approve policy manual update for cell phone reimbursement increase to \$25.00.

Upon the roll the vote was:

Ayes: Meggison, Davis, Cain, Esterling, Mayberry

Nays: None Motion Carried

Motion by Esterling, seconded by Cain to approve Resolution 659-20 - 660-20 liens on properties.

Upon the roll the vote was:

Ayes: Meggison, Davis, Cain, Esterling, Mayberry

Nays: None Motion Carried

Engineer Olmsted presented updates on FEMA Flood Recovery project task orders.

Recovery task order No 2 – Reconstruct/Flood Proof Wells

Motion by Cain, seconded by Esterling to approve amendment #1 to task order #2.

Upon the roll the vote was:

Ayes: Meggison, Davis, Cain, Esterling, Mayberry

Nays: None Motion Carried

Recovery Task Order No. 3 – Replace Standby Power Generator- discussed replacement standby power generation.

Recovery Task Order No. 4 – Treatment Plant Improvements (Above Ground Clearwell)

Recovery Task Order No. 5 - Flood Protection Berms and Roads- details/designs are being drawn up in preparation for bid letting.

Recovery Task Order No. 6 – Reconstruct/Flood Proof 3 Sewage Pumping Stations

Task Order No. 6a: Pacific Junction Lift Station Repair and Floodproofing

Motion by Davis, seconded by Mayberry authorizing advertising for public hearing and letting of bids on May 20, 2020.

Upon the roll the vote was:

Ayes: Meggison, Davis, Cain, Esterling, Mayberry

Nays: None Motion Carried

Task Order No. 6b: 190th Street Lift Station Repair and Floodproofing

Motion by Davis, seconded by Mayberry authorizing advertising for public hearing and letting of bids on May 20, 2020.

Upon the roll the vote was:

Ayes: Meggison, Davis, Cain, Esterling, Mayberry

Nays: None Motion Carried

Task Order No. 6c: Ingraham Lift Station Replacement – working on design plans.

Well- Sargent Drilling will be abandoning the emergency well in the next couple weeks.

Olmsted & Perry Engineering report

3rd street water improvement- Motion by Cain, seconded by Esterling authorizing Chairman Meggison to sign the certificate of substantial completion.

Upon the roll the vote was:

Ayes: Meggison, Davis, Cain, Esterling, Mayberry

Nays: None Motion Carried

Motion by Esterling, seconded by Cain to approve final payment in the amount of \$8,484.68 to Kerns Constructions.

Upon the roll the vote was:

Ayes: Meggison, Davis, Cain, Esterling, Mayberry

Nays: None Motion Carried

Rick Allely joined the meeting at 8:30 am.

Superintendent updates:

FEMA update- GMU received partial reimbursement from FEMA for project 97433 (Emergency Water/Trucking)

Tower rent- discussed need to create a new contract for tower rental.

Farm rent- Miller Brother's to provide GPS acres of farmable ground to determine contract acres/payment due for 2020 season.

City of Glenwood- none.

City of PJ – none

Rick Allely discussed potential water service to 195th St and Bunge Ave. GMU Board, Engineer Olmsted and MCED to research financing.

Motion by Cain, seconded by Mayberry to adjourn the meeting at 9:50 A.M.

Upon the roll the vote was:

Ayes: Meggison, Davis, Cain, Esterling, Mayberry

Nays: None Motion Carried

Doug Meggison, Chairperson
Glenwood Municipal Utilities
Board of Trustees

ATTEST:

Wendy Ensley Executive Secretary