GLENWOOD MUNICIPAL UTILITIES BOARD OF TRUSTEES

BOARD MEETING

 JUNE 17, 2020

CITY HALL

 8:00 A.M.

The Glenwood Municipal Utilities Board of Trustees met on Wednesday, June 17, 2020 at 8:00 am for a Board 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

Absent Members: none

Utilities Superintendent: Dave Malcom

 Executive Secretary: Wendy Ensley

 PJ Representative- Andy Young

Guests:

 Jim Olmsted- Olmsted & Perry

 Jake Zimmerer- Olmstead & Perry

 John McCurdy- SWIPCO

 Alexsis Fleener- SWIPCO

 Doug Yantzie - Sargent Drilling

Clint Holmes- Homeowner

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

Upon the roll the vote was:

 Ayes: Meggison, Davis, Cain, Mayberry, Esterling

 Nays: None Motion Carried

Motion by Cain, seconded by Davis to approve the May 20, 2020 meeting minutes.

Upon the roll the vote was:

 Ayes: Meggison, Davis, Cain, Mayberry, Esterling

 Nays: None Motion Carried

Motion by Mayberry, seconded by Davis to approve the June 3, 2020 work session meeting minutes.

Upon the roll the vote was:

 Ayes: Meggison, Davis, Cain, Mayberry, Esterling

 Nays: None Motion Carried

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

Upon the roll the vote was:

 Ayes: Meggison, Davis, Cain, Mayberry, Esterling

 Nays: None Motion Carried

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| Bank Account 1120  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Water Fund |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Chk # |  | Vendor | Description |  | Amount |  |
| 27576  | ACCURATE INSURANCE | Work Comp Audit | CK | 504.99 |
| 27578  | Bomgaars Supply | Uniforms | CK | 63.97 |
| 27579  | GIS Benefits | MetLife benefits | CK | 276.51 |
| 27580  | GLENWOOD FEED/IND. SUPPLY | Shipping | CK | 17.96 |
| 27582  | IOWA ONE CALL | Underground locating | CK | 63.20 |
| 27583  | LINCOLN FARM & HOME | Diesel Fuel | CK | 317.72 |
| 27584  | MANGOLD ENVIRO. TESTING | Lab analysis | CK | 104.00 |
| 27585  | MID-AMERICAN ENERGY | Electric | CK | 2069.59 |
| 27586  | OLMSTED & PERRY ENGINEERS | Engineering | CK | 13663.99 |
| 27587  | PROF. COMPUTER SOLUTIONS  | Programming | CK | 471.00 |
| 27588  | QUILL CORPORATION | Office supplies | CK | 8.54 |
| 27589  | RR MGMT COMPANY III, LLC | License fees | CK | 258.95 |
| 27591  | SARGENT DRILLING | Reconstruct wells | CK | 76113.11 |
| 27592  | Spiral Communications LLC | Phone | CK | 34.22 |
| 27593  | U.S. POST OFFICE | Postage | CK | 49.91 |
| 27594  | USA BLUE BOOK | Lab supplies | CK | 115.00 |
| 27595  | WELLMARK BCBS | Wellmark premium | CK | 16002.21 |
| 27596  | Woods and Wyatt, PLLC | Legal fees | CK | 4149.95 |
| 27608  | MID-AMERICAN ENERGY | Electric | CK | 863.40 |
| 27609  | FRED KONFRST TRASH SERVICE | Trash service | CK | 86.50 |
| 27610  | Garden Treasurer's  | Supplies | CK | 5.37 |
| 27612  | HAWKINS, INC. | Chemicals | CK | 414.25 |
| 27613  | LIVE VOICE | Phone | CK | 77.05 |
| 27614  | MISSISSIPPI LIME CO. | Lime | CK | 6562.92 |
| 27615  | QUILL CORPORATION | Office supplies | CK | 140.56 |
| 27617  | Verizon Wireless | Phone | CK | 100.07 |
| 27618  | U.S. POST OFFICE | Postage | CK | 503.70 |
| 27619  | CITY OF PACIFIC JUNCTION | Sewer collection | CK | 1406.70 |
| 27620  | WELLMARK BC/BS ADMIN. FEE | Admin fee | CK | 100.00 |
| 27621  | COUNCIL BLUFFS WINSUPPLY  | Inventory | CK | 1353.65 |
| 27622  | JOHN PITZER SALES | Metering supplies | CK | 7.20 |
| 27623  | UTILITY EQUIPMENT CO. | Inventory | CK | 146.00 |
| 27624  | VISA | Publications | CK | 17.49 |
| 27625  | B & C INVESTMENTS | REFUND - 247872  | CK | 77.87 |
| 27626  | HOLLY BROWN | REFUND - 10773 | CK | 35.49 |
| 27628  | Century Link | Phone | CK | 77.47 |
| 27629  | Dawson Designs | Website programming | CK | 437.50 |
| 27631  | JOHNSON CONTROLS | Fire Extinguisher Maintenance | CK | 314.00 |
| 27632  | KONFRST CONSTRUCTION | Leak repair | CK | 780.00 |
| 27633  | MUNICIPAL SUPPLY, INC.  | Inventory | CK | 353.50 |
| 27646  | KONICA MINOLTA | Lease | CK | 95.01 |
| 27647  | BLACKBURN MFG. CO. | Locate supplies | CK | 217.36 |
| 27648  | Bomgaars Supply | Supplies/uniforms | CK | 220.17 |
| 27649  | BP AMOCO | Fuel | CK | 291.31 |
| 27650  | Council Bluffs Water Works | Lab analysis | CK | 50.00 |
| 27651  | Dollar General | Office supplies | CK | 50.03 |
| 27652  | DPC INDUSTRIES | Chemicals | CK | 1006.20 |
| 27653  | FRED KONFRST TRASH SERVICE | Trash service | CK | 43.25 |
| 27654  | GLENWOOD FEED/IND. SUPPLY | Shipping | CK | 17.96 |
| 27655  | Hamilton & Associates, P.C. | Audit 2019 | CK | 2310.00 |
| 27657  | JOHNSON CONTROLS  | SCBA tank maintenance | CK | 1493.95 |
| 27658  | MANGOLD ENVIRO. TESTING | Lab analysis | CK | 104.00 |
| 27659  | MUNICIPAL MGMT CORP. | Leak detection | CK | 1000.00 |
| 27660  | OLMSTED & PERRY ENGINEERS | Engineering | CK | 25281.89 |
| 27661  | THE OPINION-TRIBUNE | Publications | CK | 165.31 |
| 27662  | USA BLUE BOOK | Lab supplies | CK | 240.40 |
| 27666  | CFI- Commercial Farm Industrial | Tire repair | CK | 20.00 |
| 27669  | KONFRST CONSTRUCTION | Leak repair | CK | 1755.00 |
| 27670  | OLMSTED & PERRY ENGINEERS | Engineering | CK | 8526.40 |
| 27671  | QUILL CORPORATION | Supplies | CK | 19.47 |
| 27672  | SARGENT DRILLING | Flood proof Wells | CK | 158593.09 |
| 27673  | JON CASEY | REFUND - 248168  | CK | 96.72 |
| 27674  | GENSIS CONTRACTING GROUP | REFUND- 248444 | CK | 1762.03 |
| 27675  | JACOB GILL | REFUND - 244804  | CK | 53.93 |
| 27676  | DANIEL HAGER, | REFUND - 243041 | CK | 95.11 |
| 27677  | JUSTINA HARRIS, | REFUND - 238984 | CK | 102.66 |
| 27678  | MIKE/CYTHIA MASCHKA, | REFUND - 244375 | CK | 103.98 |
| 27679  | ANDREA MELSON | REFUND - 245363 | CK | 122.55 |
| 27680  | DENNIS/CHERYL SHANKER | REFUND - 227105 | CK | 120.11 |
| 27681  | CHAD SMITH | REFUND - 247192  | CK | 26.73 |
| 27682  | IAN SNYDER | REFUND - 244017  | CK | 82.20 |
| 8800308  | DEPT OF THE TREASURY | FICA/MED | WT | 3170.00 |
| 8800309  | TREASURER - STATE OF IOWA | State W/H | WT | 1059.63 |
| 8800310  | IPERS | IPERS | WT | 4653.42 |
| 8800311  | TREASURER - STATE OF IOWA | Sales Tax | WT | 526.42 |
| 8800312  | TREASURER - STATE OF IOWA | WET Tax | WT | 4154.04 |
| 8800313  | DEPT OF THE TREASURY | FICA/MED | WT | 3223.42 |
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|  |  |  |  |  |  |  |  |  |  |  | **Water Fund Total** |  |  |  |  |  |  | **$348,999.26** |
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|  |  |  |  |  |  |  |  |  |  |  | **Bank Account 1120**  |  |  | **$348,999.26** |
| Sewer Fund |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Chk # |  | Vendor | Description |  | Amount |  |
| 27576  | ACCURATE INSURANCE | Work Comp Audit | CK | 505.01 |
| 27577  | Ben Lundstrom Electrical  | Macerator wiring | CK | 1945.21 |
| 27578  | Bomgaars Supply | Uniforms | CK | 28.90 |
| 27579  | GIS Benefits | MetLife benefits | CK | 52.95 |
| 27580  | GLENWOOD FEED/IND. SUPPLY | Shipping | CK | 39.19 |
| 27581  | GRAINGER | Standby Power supply | CK | 500.50 |
| 27582  | IOWA ONE CALL | Underground locating | CK | 63.20 |
| 27583  | LINCOLN FARM & HOME | Diesel Fuel | CK | 483.60 |
| 27584  | MANGOLD ENVIRO TESTING | Lab analysis | CK | 1760.00 |
| 27585  | MID-AMERICAN ENERGY | Electric | CK | 52.33 |
| 27586  | OLMSTED & PERRY ENGINEERS | Engineering | CK | 27774.95 |
| 27587  | PROF. COMPUTER SOLUTIONS  | Programming | CK | 471.00 |
| 27588  | QUILL CORPORATION | Office supplies | CK | 8.55 |
| 27589  | RR MGMT COMPANY III, LLC | License fees | CK | 1701.23 |
| 27590  | RUSS'S MARKET | Lab supplies | CK | 8.45 |
| 27592  | Spiral Communications LLC | Phone | CK | 34.22 |
| 27593  | U.S. POST OFFICE | Postage | CK | 49.91 |
| 27595  | WELLMARK BCBS | Wellmark premium | CK | 2953.62 |
| 27596  | Woods and Wyatt, PLLC | Legal fees | CK | 4149.96 |
| 27608  | MID-AMERICAN ENERGY | Electric | CK | 3144.46 |
| 27609  | FRED KONFRST TRASH SERVICE | Trash service | CK | 320.00 |
| 27611  | GLENWOOD FEED/IND. SUPPLY | Shipping | CK | 39.12 |
| 27612  | HAWKINS, INC. | Chemicals | CK | 312.25 |
| 27613  | LIVE VOICE | Phone | CK | 77.06 |
| 27615  | QUILL CORPORATION | Office supplies | CK | 140.56 |
| 27616  | RUSS'S MARKET | Supplies | CK | 14.49 |
| 27617  | Verizon Wireless | Phone | CK | 20.02 |
| 27618  | U.S. POST OFFICE | Postage | CK | 503.70 |
| 27620  | WELLMARK BC/BS ADMIN. FEE | Admin fee | CK | 100.00 |
| 27624  | VISA | Publications | CK | 17.50 |
| 27627  | BLACK HILLS ENERGY | Natural Gas | CK | 41.80 |
| 27628  | Century Link | Phone | CK | 166.85 |
| 27629  | Dawson Designs | Website programming | CK | 437.50 |
| 27630  | GLENWOOD FEED/IND. SUPPLY | Shipping | CK | 37.14 |
| 27631  | JOHNSON CONTROLS  | Fire Extinguisher Maintenance | CK | 721.00 |
| 27634  | PROCESS MEASUREMENT CO. | Electronic | CK | 117.73 |
| 27646  | KONICA MINOLTA | Lease | CK | 94.99 |
| 27649  | BP AMOCO | Fuel | CK | 236.60 |
| 27651  | Dollar General | Office supplies | CK | 50.02 |
| 27653  | FRED KONFRST TRASH SERVICE | Trash service | CK | 160.00 |
| 27654  | GLENWOOD FEED/IND. SUPPLY | Shipping | CK | 40.46 |
| 27655  | Hamilton & Associates, P.C. | Audit 2019 | CK | 2310.00 |
| 27656  | INTERSTATE ALL BATTERY CTR | Equipment | CK | 20.70 |
| 27657  | JOHNSON CONTROLS  | SCBA tank maintenance | CK | 130.00 |
| 27660  | OLMSTED & PERRY ENGINEERS | Engineering | CK | 450.60 |
| 27661  | THE OPINION-TRIBUNE | Publications | CK | 165.31 |
| 27663  | Century Link | Phone | CK | 98.99 |
| 27664  | BERT GURNEY & ASSOCIATES | Macerator tools & parts | CK | 1201.00 |
| 27665  | Bomgaars Supply | Shop supplies | CK | 28.99 |
| 27667  | GLENWOOD FEED/IND. SUPPLY | Shipping | CK | 20.16 |
| 27668  | GLENWOOD-AUTO VALUE  | Shop supplies | CK | 126.90 |
| 27670  | OLMSTED & PERRY ENGINEERS | Engineering | CK | 14241.00 |
| 27671  | QUILL CORPORATION | Supplies | CK | 19.47 |
| 8800308  | DEPT OF THE TREASURY | FICA/MED | WT | 1268.22 |
| 8800309  | TREASURER - STATE OF IOWA | State W/H | WT | 486.45 |
| 8800310  | IPERS | IPERS | WT | 1615.89 |
| 8800311  | TREASURER - STATE OF IOWA | Sales Tax | WT | 687.72 |
| 8800313  | DEPT OF THE TREASURY | FICA/MED | WT | 1217.18 |
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|  |  |  |  |  |  |  |  |  |  |  | **Sewer Fund Total** |  |  |  |  |  |  | **$73,464.61** |
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|  |  |  |  |  |  |  |  |  |  |  | **Bank Account 1120**  |  |  | **$422,463.87** |
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|  |  |  |  |  |  |  |  |  |  |  | **Grand Total** |  |  |  |  |  |  | **$422,463.87** |

May 2020 Receipts - $339,614.97

This being the time, date and place as advertised for Public Hearing to approve plans, specs and contracts for the Relining of Wells 1, 2 & 3 Project for Glenwood Municipal Utilities, the floor was opened for discussion at 8:02 am. There were no written objections previously filed and there were no comments or objections.

Motion by Esterling, seconded by Mayberry to close the Public Hearing at 8:03 am.

 Upon the roll the vote was:

 Ayes: Meggison, Davis, Cain, Mayberry, Esterling

 Nays: None Motion Carried

Chairman Doug Meggison declared the Public Hearing closed.

Chairman Doug Meggison called the regular meeting to order at 8:04 am.

Jim Olmsted received, opened and read on behalf of the Board the bids regarding the Relining of Wells 1, 2 & 3 Project. Tabled for engineer’s review.

Clint Holmes discussed possible need for water at residence(s) on Elrod and what the estimated cost would be for a watermain extension along Elrod to potentially connect four homes. Engineers estimate is $60,000-$80,000 which would be at the cost of the homeowners.

John McCurdy and Alexsis Fleener from SWIPCO were present to discuss planning and possible funding available for building a Water Treatment plant.

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

Recovery task order No 2 – Reconstruct/Flood Proof Wells- Motion by Esterling, seconded by Mayberry to approve payment # 2 in the amount of $158,983.09 to Sargent Drilling.

 Upon the roll the vote was:

 Ayes: Meggison, Davis, Cain, Mayberry, Esterling

 Nays: None Motion Carried

Recovery Task Order No. 3 – Replace Standby Power Generator- working with FEMA on replacement.

Recovery Task Order No. 4 – Treatment Plant Improvements (Above Ground Clearwell) – project is currently on hold.

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 – Project has been awarded.

Task Order No. 6b:  190th Street Lift Station Repair and Floodproofing – Project has been awarded.

Task Order No. 6c:   Ingraham Lift Station Replacement – Design & engineering nearly complete.

Well- working on design plans.

Lake Ohana Tower- Board authorized Engineer Olmsted to proceed with design and engineering.

Engineer Olmsted reviewed bids for the Relining of Wells 1, 2 & 3 Project and recommends awarding to Sargent Drilling. Motion by Cain, seconded by Esterling to award the Relining of Wells 1, 2 & 3 Project to Sargent Drilling in the amount of $144,495.00.

Upon the roll the vote was:

 Ayes: Meggison, Davis, Cain, Mayberry, Esterling

 Nays: None Motion Carried

Superintendent updates:

FEMA update- We are working to get project 97444 (emergency repairs project) obligated.

Discussed additional job opening due to Richard Jones resignation.

Discussed Waste Water Treatment lead operator position. Superintendent Malcom recommended promoting Eric Cherko to Wastewater Treatment lead operator with a merit increase of $2250.00 annually and $500.00 annually for lead operator position. Motion by Mayberry, seconded by Davis to promote Eric Cherko to Wastewater Treatment Lead operator with salary increase of $2750.00 annually effective June 22, 2020.

Upon the roll the vote was:

 Ayes: Meggison, Davis, Cain, Mayberry, Esterling

 Nays: None Motion Carried

Discussed Executive Secretary positions. Superintendent Malcom recommended a merit salary increase of $4638.40 annually for Executive Secretary Wendy Ensley who took on additional duties for FEMA projects, and USDA projects. Motion by Esterling, seconded by Mayberry to approve salary increase of $4638.40 for Executive Secretary Wendy Ensley effective June 22, 2020.

 Upon the roll the vote was:

 Ayes: Meggison, Davis, Cain, Mayberry, Esterling

 Nays: None Motion Carried

City of Glenwood- none.

City of PJ – none

Motion by Esterling, seconded by Mayberry to adjourn the meeting at 9:27 A.M.

 Upon the roll the vote was:

 Ayes: Meggison, Davis, Cain, Mayberry

 Nays: None Motion Carried

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 Doug Meggison, Chairperson

 Glenwood Municipal Utilities

 Board of Trustees

ATTEST:

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Wendy Ensley Executive Secretary