

GLENWOOD MUNICIPAL UTILITIES BOARD OF TRUSTEES
 BOARD MEETING
 FEBRUARY 17, 2021
 CITY HALL
 8:00 A.M.

The Glenwood Municipal Utilities Board of Trustees met on Wednesday, February 17, 2021 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, Marcia Cain, Vonnie Esterling, Dick Davis
 Absent Members: Lonnie Mayberry
 Utilities Superintendent: Dave Malcom
 Executive Secretary: Wendy Ensley
 Assistant Superintendent- Mike Darnold

Guests:

Jim Olmsted- Olmsted & Perry
 Jake Zimmerer- Olmsted & Perry
 Jeff Frye-Olmsted & Perry
 Ron Kohn- Glenwood Mayor
 Dee Fischer – USDA

Motion by Esterling, seconded by Cain to approve the agenda.

Upon the roll the vote was:
 Ayes: Meggison, Cain, Esterling, Davis
 Nays: None Motion Carried

Motion by Cain, seconded by Davis to approve the February 3 ,2021 meeting minutes.

Upon the roll the vote was:
 Ayes: Meggison, Cain, Esterling, Davis
 Nays: None Motion Carried

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

Upon the roll the vote was:
 Ayes: Meggison, Cain, Esterling, Davis
 Nays: None Motion Carried

Water Fund

<u>Chk #</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
28425	MUNICIPAL SUPPLY, INC.	Inventory parts	CK 95.00
28276	QUILL CORPORATION	Void Ck	VC -77.70
28401	QUILL CORPORATION	Office supplies	CK 77.70
28402	GIS Benefits	MetLife benefits	CK 432.60
28403	MID-AMERICAN ENERGY	Electric	CK 4053.55
28404	ACCURATE INSURANCE	Liability, casualty, work comp insurance	CK 32796.20
28405	Bomgaars Supply	Bench Grinder	CK 160.94
28407	GLENWOOD FEED/IND. SUPPLY	Shipping	CK 19.65
28408	IOWA ONE CALL	Locate service	CK 38.05
28409	KEYSTONE LABORATORIES	Lab analysis	CK 114.00
28411	OLMSTED & PERRY ENGINEERS	Engineering	CK 22639.63
28412	PROF. COMPUTER SOLUTIONS LLC	Hosting fees	CK 365.50
28413	QUILL CORPORATION	Office Supplies	CK 125.06
28415	U.S. POST OFFICE	Postage	CK 495.65
28416	USA BLUE BOOK	Lab supplies	CK 572.80
28417	Century Link	Phone	CK 82.93

28418	CITY OF PACIFIC JUNCTION	Sewer Collection	CK	1932.30
28420	Dollar General	Office Supplies	CK	28.95
28421	GLENWOOD FARM EQUIPMENT	Ice melt	CK	15.99
28422	GLENWOOD FEED/IND. SUPPLY	Shipping	CK	13.82
28424	LIVE VOICE	Answering service	CK	145.16
28426	Verizon Wireless	Phone Communications	CK	100.04
28427	VISA	Uniforms, light bulbs, printing	CK	127.83
28428	WESTERN IOWA NETWORK	Phone	CK	37.18
28439	Ohana Lakes LLC	Pioneer Fees	CK	9000.00
28442	HAWKINS, INC.	Chemicals	CK	775.04
28444	KONICA MINOLTA	Copier lease	CK	95.01
28445	UTILITY EQUIPMENT COMPANY	Inventory parts	CK	456.96
28446	ACCURATE INSURANCE	Work Comp Audit	CK	60.49
28449	WOODHOUSE FORD, INC	Trucks	CK	45433.00
28450	Bomgaars Supply	Ice melt	CK	8.00
28451	BP AMOCO	Fuel	CK	521.26
28453	COUNCIL BLUFFS WINSUPPLY CO.	Inventory parts	CK	1187.61
28454	DE SIGN AVENUE	Truck logos	CK	82.80
28455	DPC INDUSTRIES	Chemicals	CK	568.50
28456	GLENWOOD FEED/IND. SUPPLY	Shipping	CK	19.87
28457	Hamilton & Associates, P.C.	Accounting fees	CK	710.45
28458	MUNICIPAL SUPPLY, INC	Inventory parts	CK	6503.17
28459	OLMSTED & PERRY ENGINEERS	Engineering	CK	4909.96
28460	THE OPINION-TRIBUNE	Publication	CK	98.57
28461	PROF. COMPUTER SOLUTIONS LLC	Hosting fees	CK	1384.15
28462	QUILL CORPORATION	Office supplies	CK	141.25
28463	WELLMARK BCBS	Health/Dental premium	CK	16355.77
28474	TAMMY CHAMBERS	REFUND - 249756	CK	46.26
28475	AARON COLE	REFUND - 250991	CK	116.22
28476	Bomgaars Supply	Pipe fitting	CK	38.93
28477	C.A. TURNER COMPANY, INC.	Locator repair	CK	192.60
28479	Glenwood Auto parts-NAPA	Oil & filter	CK	60.79
28480	GLENWOOD FARM EQUIPMENT	Pipe couplings	CK	23.98
28483	KEYSTONE LABORATORIES	Lab analysis	CK	128.00
28484	MIDWEST MECHANICAL SERVICES	Generator replacement	CK	62313.84
28486	SARGENT DRILLING	Well re-lining	CK	14449.50
28487	SARGENT DRILLING	Well reconstruction	CK	45022.24
8800365	TREASURER - STATE OF IOWA	WET Tax	WT	3276.21
8800366	TREASURER - STATE OF IOWA	Sales tax	WT	1375.27
8800367	DEPT OF THE TREASURY	FICA/MED	WT	3830.88
8800368	DEPT OF THE TREASURY	FICA/MED	WT	3812.26
8800369	TREASURER - STATE OF IOWA	State W/H	WT	1335.80
8800370	IPERS	IPERS	WT	5647.40

Water Fund Total

\$294,452.57

Bank Account 1120

\$294,452.57

Sewer Fund

<u>Chk #</u>	<u>Vendor</u>	<u>Description</u>		<u>Amount</u>
28425	MUNICIPAL SUPPLY, INC.	Inventory parts	CK	95.00
28401	QUILL CORPORATION	Office supplies	CK	77.70
28402	GIS Benefits	MetLife benefits	CK	7.20
28403	MID-AMERICAN ENERGY	Electric	CK	4587.51
28404	ACCURATE INSURANCE	Liability, casualty, work comp insurance	CK	41808.80
28405	Bomgaars Supply	Bench Grinder	CK	24.35
28406	Garden Treasurer's Home & Hardware	Supplies	CK	11.94

28407	GLENWOOD FEED/IND. SUPPLY	Shipping	CK	89.16
28408	IOWA ONE CALL	Locate service	CK	38.05
28409	KEYSTONE LABORATORIES	Lab analysis	CK	1178.50
28410	MUNICIPAL SUPPLY, INC	Chlorine regulator	CK	1824.27
28411	OLMSTED & PERRY ENGINEERS	Engineering	CK	521.13
28412	PROF. COMPUTER SOLUTIONS LLC	Hosting fees	CK	365.50
28413	QUILL CORPORATION	Office Supplies	CK	125.06
28414	STERN OIL CO.	Bulk oil	CK	2099.87
28415	U.S. POST OFFICE	Postage	CK	495.65
28417	Century Link	Phone	CK	180.94
28419	COUNCIL BLUFFS WINSUPPLY CO.	Couplings	CK	22.36
28420	Dollar General	Office Supplies	CK	28.95
28421	GLENWOOD FARM EQUIPMENT	Ice melt	CK	15.99
28422	GLENWOOD FEED/IND. SUPPLY	Shipping	CK	35.47
28423	GLENWOOD-AUTO VALUE PARTS	Oil & Filters	CK	336.02
28424	LIVE VOICE	Answering service	CK	145.16
28426	Verizon Wireless	Phone Communications	CK	20.03
28427	VISA	Uniforms, light bulbs, printing	CK	211.82
28428	WESTERN IOWA NETWORK	Phone	CK	37.18
28440	BLACK HILLS ENERGY	Natural Gas	CK	34.97
28441	Bomgaars Supply	Pipe fitting	CK	32.98
28443	IDNR Storm Water Coordinator	Permit	CK	350.00
28444	KONICA MINOLTA	Copier lease	CK	94.99
28446	ACCURATE INSURANCE	Work Comp Audit	CK	60.51
28447	Bomgaars Supply	Supplies	CK	22.99
28448	Glenwood Auto parts-NAPA	Supplies	CK	237.35
28449	WOODHOUSE FORD, INC (BLAIR)	Trucks	CK	45433.00
28450	Bomgaars Supply	Ice melt	CK	7.99
28451	BP AMOCO	Fuel	CK	379.11
28452	Century Link	Phone	CK	107.69
28454	DE SIGN AVENUE	Truck logos	CK	82.80
28456	GLENWOOD FEED/IND. SUPPLY	Shipping	CK	43.58
28457	Hamilton & Associates, P.C.	Accounting fees	CK	710.45
28458	MUNICIPAL SUPPLY, INC.	Inventory parts	CK	102.68
28459	OLMSTED & PERRY ENGINEERS	Engineering	CK	4917.00
28460	THE OPINION-TRIBUNE	Publication	CK	98.57
28461	PROF. COMPUTER SOLUTIONS LLC	Hosting fees	CK	1384.16
28462	QUILL CORPORATION	Office supplies	CK	141.24
28463	WELLMARK BCBS	Health/Dental premium	CK	557.21
28478	ERIKSEN CONSTRUCTION CO. INC.	Ingraham Lift station	CK	9391.59
28481	GLENWOOD FEED/IND. SUPPLY	Shipping	CK	43.30
28482	KERNS EXCAVATING COMPANY	PJ Lift station repairs	CK	16094.70
28483	KEYSTONE LABORATORIES	Lab analysis	CK	946.70
28485	ERIKSEN CONSTRUCTION CO. INC.	Ingraham lift station repairs	CK	16539.95
8800366	TREASURER - STATE OF IOWA	Sales tax	WT	797.08
8800367	DEPT OF THE TREASURY	FICA/MED	WT	493.80
8800368	DEPT OF THE TREASURY	FICA/MED	WT	473.42
8800369	TREASURER - STATE OF IOWA	State W/H	WT	170.19
8800370	IPERS	IPERS	WT	658.21
Sewer Fund Total				\$154,791.82

Olmsted & Perry presented updates on FEMA Flood Recovery project task orders.

Recovery Task Order No. 3 – Replace Standby Power Generator- Midwest Mechanical is on-site. Generators are in place and operational. Control issues are being scheduled to be addressed by HOA Solutions, Inc.

Motion by Davis, seconded by Esterling to approve payment # 3 in the amount of \$62,313.84 to Midwest Mechanical Industrial Services Inc. for the stand by generator project.

Upon the roll the vote was:

Ayes: Meggison, Cain, Esterling, Davis

Nays: None Motion Carried

Recovery Task Order No. 4 – Treatment Plant Improvements (Above Ground Clearwell) – project is on hold pending the Flood 2019 permanent repairs project being obligated by FEMA.

Recovery Task Order No. 5 - Flood Protection Berms and Roads- project is on hold pending the Flood 2019 permanent repairs project being obligated by FEMA.

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

Task Order No. 6a: Pacific Junction Lift Station Repair and Floodproofing –Stand has been installed and awaiting pouring of concrete once weather permits.

Motion by Davis, seconded by Cain to approve payment #4 in the amount of \$16,094.22 to Kern’s Construction.

Upon the roll the vote was:

Ayes: Meggison, Cain, Esterling, Davis

Nays: None Motion Carried

Task Order No. 6b: 190th Street Lift Station Repair and Floodproofing – Stand has been installed and awaiting pouring of concrete once weather permits.

Task Order No. 6c: Ingraham Lift Station Replacement – Lift station is up and running.

Motion by Cain, seconded by Davis to approve Change order # 2 in the amount of \$4,599.00 to adjust final quantities and project completions date.

Upon the roll the vote was:

Ayes: Meggison, Cain, Esterling, Davis

Nays: None Motion Carried

Motion by Esterling, seconded by Davis to approve payment #5 in the amount of \$9,391.59 to Ericksen Construction.

Upon the roll the vote was:

Ayes: Meggison, Cain, Esterling, Davis

Nays: None Motion Carried

Motion by Davis, seconded by Cain to approve payment #6 (Final) in the amount of \$16,539.95 to Erickson Construction which will be held for 30 days or until seeding can be completed.

Upon the roll the vote was:

Ayes: Meggison, Cain, Esterling, Davis

Nays: None Motion Carried

Motion by Cain seconded by Esterling to accept Certificate of Substantial completion and close our documents.

Upon the roll the vote was:

Ayes: Meggison, Cain, Esterling, Davis

Nays: None Motion Carried

WTP control system- Discussed out standing issues that HOA Solutions, Inc. needs to resolve in order for project to be completed. Engineer Olmsted & Superintendent Malcom are in communication with HOA Solutions, Inc...

Glenbrook water & sewer extension- No update.

Update given on Marion Heights sewer extension which is a City of Glenwood project.

USDA project updates:

Lake Ohana Tower- Olmsted & Perry- in design phase. Project is planned to be funded by USDA. Motion by Davis, seconded by Cain to approve Resolution 673-21.

Upon the roll the vote was:

Ayes: Meggison, Cain, Esterling, Davis

Nays: None Motion Carried

Back-up Well- Design plans have been submitted to the DNR and USDA for approval and permit for construction.

Discussed future water/sewer development needs.

Superintendent updates:

FEMA update-We are still awaiting obligation of the permanent repairs/berms and roads project.

Staff updates- Let the Board know that an employee was dismissed and we are currently advertising for an Operator Trainee position.

Employee updates- none

City of Glenwood- Mayor Kohn let the Board know that the Marion Heights sewer project will be bid on March 9, 2021.

City of PJ – none

Motion by Esterling, seconded by Davis to adjourn the meeting at 8:50 A.M.

Upon the roll the vote was:

Ayes: Meggison, Cain, Esterling, Davis

Nays: None Motion Carried

Doug Meggison, Chairperson
Glenwood Municipal Utilities
Board of Trustees

ATTEST:

Wendy Ensley Executive Secretary