GLENWOOD MUNICIPAL UTILITIES BOARD OF TRUSTEES

BOARD MEETING April 17, 2024 CITY HALL 8:00 A.M.

The Glenwood Municipal Utilities Board of Trustees met on Wednesday, April 17, 2024, 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: Dick Davis, Tina Stouder, Doug Meggison, Lonnie Mayberry, Vonnie Esterling

Absent Members: none

Superintendent- Dave Malcom

Assistant Superintendent- Mike Darnold Executive Secretary- Wendy Ensley

Ket Dilworth- Lead Operator

Matt Coover- Maintenance Operator

PJ Representative- Andy Young

Guests:

Matt Woods- Attorney

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

Upon the roll the vote was:

Ayes: Davis, Stouder, Meggison, Mayberry, Esterling Nays: None Motion Carried

Motion by Stouder, seconded by Mayberry to approve the March 20, 2024, special meeting minutes.

Upon the roll the vote was:

Ayes: Davis, Stouder, Meggison, Mayberry, Esterling Nays: None Motion Carried

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

Upon the roll the vote was:

Ayes: Davis, Stouder, Meggison, Mayberry, Esterling Nays: None Motion Carried

Bank Account 1120 3/20/2024 Thru 4/17/2024

Water Fund

<u>Chk</u>	<u>Vendor</u>	<u>Description</u>		<u>Amount</u>
<u>#</u>				
31656	HOSPICE OF THE MIDWEST	Void check	VC	-69.36
31744	ERIKSEN CONSTRUCTION CO. INC.	Emergency Back up well	CK	76731.65
31745	Neuvirth Construction Inc.	Booster Station	CK	78092.51
31746	WRIGHT SEWER & WATER	Woodfield Phase 3 water	CK	126863.68
31747	U.S. POST OFFICE	POSTAGE	CK	413.64
31748	MID-AMERICAN ENERGY	ELECTRIC	CK	3553.98
31752	U.S. POST OFFICE	POSTAGE-MONTHLY BILLS	CK	573.65
31753	ACCESS TECHNOLOGIES INC	Copier lease	CK	95.00
31755	Bomgaars Supply	METERING SUPPLIES	CK	37.10
31757	COLLECTION SERVICE CENTER	Child support	CK	147.37
31758	Council Bluffs Water Works	LAB ANALYSIS	CK	25.00
31761	LINCOLN WINWATER WORKS CO	WATER TAP AND MATERIALS	CK	2526.00
31762	MUNICIPAL SUPPLY, INC. OF	HYDRANT AND VALVE EXTENTIONS	CK	2156.41
	OMAHA			

31763	OLMSTED & PERRY CONSULTING	ENGINEERING- BERMS & ROADS	CK	18905.25
31764	ENG. PVS DX, INC	Chemicals	CK	628.56
31765	Verizon Wireless	TELEPHONE/COMMUNICATIONS	CK	100.06
31766	CITY OF PACIFIC JUNCTION	Sewer Collection	CK	3398.01
31767	CRAIG AKRIDGE	REFUND - 254413	CK	92.24
31768	SHELBY HANSEN	REFUND - 259207	CK	151.47
31769	SAMANTHA HENDERSON	REFUND - 251510	CK	52.45
31770	NATHAN HENRY	REFUND - 253127	CK	97.95
31771	RECONNECT - A CHRISTIAN COMM	REFUND - 250811	CK	246.12
31773	WESTERN IOWA NETWORK	Phone/Internet	CK	339.31
31775	BP AMOCO	FUEL-MARCH 2024	CK	772.40
31776	Council Bluffs Water Works	LAB ANALYSIS	CK	50.00
31777	OLMSTED & PERRY CONSULTING	ENGINEERING FEES	CK	306.94
31778	STOUDER PLUMBING	SERVICE CALL	CK	284.00
31779	VISA	OFFICE SUPPLES/EQUIPMENT SUPPLIES	CK	493.71
31780	GLENWOOD FEED/IND. SUPPLY	SHIPPING-SAMPLES TO LAB	CK	15.45
31781	MUNICIPAL SUPPLY, INC.	INVENTORY	CK	21601.26
31782	OPINION-TRIBUNE	PUBLICATIONS-MARCH 2024	CK	221.56
31783	Uphoff Power and Equipment Inc	MOWER BLADES	CK	49.41
31784	HOSPICE OF THE MIDWEST	REFUND - 255512	CK	69.36
31785	COUNCIL BLUFFS WINSUPPLY CO.	Inventory parts	CK	1750.62
31789	COLLECTION SERVICE CENTER	Child support	CK	147.37
31790	Aetna Behavioral Health, LLC	APR-JUNE 2024 EAP PREMIUM	CK	39.42
31792	Hamilton & Associates, P.C.	ACCOUNTING FEES-AUDIT 2023	CK	2447.72
31793	HAWKINS, INC.	WATER AND SEEWER CHEMICALS	CK	1809.50
31794	KONFRST CONSTRUCTION	FIRE HYDRANT INSTALLATION	CK	4725.00
31795	LIVE VOICE	ANSWERING SERVICE-	CK	70.53
31797	MITZI AIKO HAITE	REFUND- 259441	CK	109.74
31798	NORMA HATHAWAY//	REFUND - 244797	CK	103.23
31799	KAYLA MAYHEW	REFUND - 261261	CK	165.14
31800	Bomgaars Supply	SAFETY SUPPLIES-VESTS	CK	26.98
31801	COUNCIL BLUFFS WINSUPPLY CO.	INVENTORY	CK	703.45
31802	Fox Strand	ENGINEERING-WATER FACILITY PLAN	CK	10050.00
31803	GLENWOOD FEED/IND. SUPPLY	SHIPPING-SAMPLES TO LAB	CK	16.45
31807	PROF. COMPUTER SOLUTIONS LLC	ADM HOSTING FEES-APRIL 2024	CK	353.50
31808	USA BLUE BOOK	LAB SUPPLIES	CK	1767.49
31810	CALDWELL TANKS INC.	PAYMENT #6 ELEVATED TOWER	CK	12768.00
31811	Neuvirth Construction Inc.	PAYMENT #8 BOOSTER STATION	CK	10336.19
31812	PRUETT GRADING	PAYMENT #6 BERMS & ACCESS ROADS	CK	63312.56
8800650	TREASURER - STATE OF IOWA	STATE W/H	WT	5529.50
8800651	DEPT OF THE TREASURY	FICA/MED	WT	6165.94
8800652	IPERS	IPERS	WT	11428.92
8800653	IOWA WORKFORCE DEVELOPMENT	Unemployment Tax	WT	169.71
8800654	TRIONFO SOLUTIONS, LLC	APRIL 2024 METLIFE BENEFITS	WT	510.62
8800655	TREASURER - STATE OF IOWA	Sales Tax	WT	11231.38
8800656	TREASURER - STATE OF IOWA	WET Tax	WT	4145.94
8800657	DEPT OF THE TREASURY	FICA/MED	WT	5990.86
		Water Fund Total	_	\$494,897.90
Ca	- A	Bank Account 1120		\$494,897.90
Sewer Fun	<u>Vendor</u>	<u>Description</u>		<u>Amount</u>
# 31772	IDNR/OPERATOR CERTIFICATION	CERTIFICATION FEES	CK	30.00
31772	IDNR/OPERATOR CERTIFICATION IDNR/OPERATOR CERTIFICATION	VOID CHECK	VC	-30.00
31114	IDMODERATOR CERTIFICATION	VOID OFFICIA	٧C	-30.00

31743	BUILDING CRAFTS INC	Digester Repair	CK	33875.00
31747	U.S. POST OFFICE	POSTAGE	CK	413.64
31748	MID-AMERICAN ENERGY	ELECTRIC	CK	3804.14
31752	U.S. POST OFFICE	POSTAGE-MONTHLY BILLS	CK	573.65
31753	ACCESS TECHNOLOGIES INC	Copier lease	CK	95.00
31754	AUTO VALUE	FUEL TREATMENT-TRACTOR	CK	48.83
31756	Century Link	Phone	CK	125.12
31759	COUNCIL BLUFFS WINSUPPLY CO.	Inventory	CK	45.14
31760	GLENWOOD FEED/IND. SUPPLY	SHIPPING-WW SAMPLES TO LAB	CK	114.74
31763	OLMSTED & PERRY CONSULTING	ENGINEERING FEES-BERMS & ROADS	CK	7954.27
31765	Verizon Wireless	TELEPHONE/COMMUNICATIONS	CK	20.01
31773	WESTERN IOWA NETWORK	Phone/Internet	CK	378.17
31774	BLACK HILLS ENERGY	NATRUAL GAS	CK	47.39
31775	BP AMOCO	FUEL-MARCH 2024	CK	748.02
31777	OLMSTED & PERRY CONSULTING	ENGINEERING FEES	CK	306.95
31779	VISA	OFFICE SUPPLES/EQUIPMENT SUPPLIES	CK	493.71
31780	GLENWOOD FEED/IND. SUPPLY	SHIPPING-SAMPLES TO LAB	CK	15.46
31782	OPINION-TRIBUNE	PUBLICATIONS-MARCH 2024	CK	221.56
31790	Aetna Behavioral Health, LLC	APR-JUNE 2024 EAP PREMIUM	CK	4.38
31791	Agri Vision Equipment Group, LLC	SUPPLIES-TRACTOR	CK	35.92
31792	Hamilton & Associates, P.C.	ACCOUNTING FEES-AUDIT 2023	CK	2447.72
31793	HAWKINS, INC.	WATER AND SEEWER CHEMICALS	CK	624.00
31795	LIVE VOICE	ANSWERING SERVICE	CK	70.53
31796	Century Link	Phone	CK	126.82
31800	Bomgaars Supply	SAFETY SUPPLIES-VESTS	CK	26.99
31802	Fox Strand	WATER FACILITY PLAN	CK	7678.50
31803	GLENWOOD FEED/IND. SUPPLY	SHIPPING-SAMPLES TO LAB	CK	73.38
31804	IDNR-NPDES	NPDES APPLICATION FEE	CK	85.00
31805	LARSEN SUPPLY CO.	CLEANING SUPPLIES	CK	69.56
31806	MIDWEST LABORATORIES INC.	LAB ANALYSIS	CK	36.75
31807	PROF. COMPUTER SOLUTIONS LLC	ADM HOSTING FEES-APRIL 2024	CK	353.50
31808	USA BLUE BOOK	LAB SUPPLIES	CK	150.68
31809	BUILDING CRAFTS INC	PAY APP #5 DIGESTER PROJECT	CK	241775.00
8800650	TREASURER - STATE OF IOWA	STATE W/H	WT	631.26
8800651	DEPT OF THE TREASURY	FICA/MED	WT	754.36
8800652	IPERS	IPERS	WT	1388.49
8800653	IOWA WORKFORCE DEVELOPMENT	Unemployment Tax	WT	20.46
8800654	TRIONFO SOLUTIONS, LLC	APRIL 2024 METLIFE BENEFITS	WT	19.21
8800655	TREASURER - STATE OF IOWA	Sales Tax	WT	10390.85
8800657	DEPT OF THE TREASURY	FICA/MED	WT	876.60
		Sewer Fund Total	_	\$316,950.76

Receipts this month: \$554,938.14.

Motion by Mayberry, seconded by Stouder to go into closed session at 8:01 AM to discuss strategy with counsel in matters where litigation is imminent pursuant to section 21.5(1) (C) of Iowa Code.

Upon the roll the vote was:

Ayes: Davis, Mayberry, Stouder, Esterling, Meggison Nays: None Motion Carried

Motion by Esterling, seconded by Stouder to approve returning to open session at 8:17 AM.

Upon the roll the vote was:

Ayes: Davis, Mayberry, Stouder, Esterling, Meggison Nays: None Motion Carried Motion by Davis, seconded by Esterling directing counsel to draft paperwork for \$70,000 in damages and billing for impact, connection, and document fess in the amount of \$86,060.00. To be approved at a future date.

Upon the roll the vote was:

Ayes: Davis, Mayberry, Stouder, Esterling, Meggison Nays: None Motion Carried

Motion by Esterling, seconded by Davis to approve engagement of Viking Industries tower maintenance plan.

Upon the roll the vote was:

Ayes: Davis, Mayberry, Stouder, Esterling, Meggison Nays: None Motion Carried

Motion by Esterling, seconded by Mayberry to approve Superintendent Malcom to offer Country Mile Wireless a rate of \$300.00 per tower per month (without electricity) or \$320.00 per tower per month (with electricity) to lease space on Tower 4 and the Lake Ohana Tower. The contract agreement will be on an annual basis.

Upon the roll the vote was:

Ayes: Davis, Mayberry, Stouder, Esterling, Meggison Nays: None Motion Carried

Recovery Task Order No. 5 - Flood Protection Berms and Roads- Pruett Grading has completed the project.

Motion by Mayberry, seconded by Stouder to approve Change order #5 in the amount of \$71,197.22 resulting in final contract price of \$1,629,479.39 for the Berms and Roads project.

Upon the roll the vote was:

Ayes: Davis, Mayberry, Stouder, Esterling, Meggison Nays: None Motion Carried

Motion by Davis, seconded by Stouder to approve payment # 6 in the amount of \$63,312.56 to Pruett Grading for the Berms & Roads project.

Upon the roll the vote was:

Ayes: Davis, Mayberry, Stouder, Esterling, Meggison Nays: None Motion Carried

Motion by Stouder, seconded by Mayberry to authorize Chairman Meggison to sign the certificate of substantial completion for the Berms & Roads project.

Upon the roll the vote was:

Ayes: Davis, Mayberry, Stouder, Esterling, Meggison Nays: None Motion Carried

Motion by Davis, seconded by Stouder to approve payment # 7 (final payment) in the amount of \$81,473.97 to Pruett Grading for the Berms & Roads project to be held for 30 days.

Upon the roll the vote was:

Ayes: Davis, Mayberry, Stouder, Esterling, Meggison Nays: None Motion Carried

USDA Business

Emergency Well project-

Motion by Mayberry, seconded by Stouder to approve change order #3-time extension for the Emergency Well project.

Upon the roll the vote was:

Ayes: Davis, Mayberry, Stouder, Esterling, Meggison Nays: None Motion Carried

There were invoices in the amount of \$3086.25 submitted to USDA for grant reimbursement this month.

Water System pumping and storage improvement project-

Motion by Stouder, seconded by Esterling to approve payment # 8 to Neuvirth Construction in amount of \$10,336.19.

Upon the roll the vote was:

Ayes: Davis, Stouder, Meggison, Mayberry, Esterling Nays: None Motion Carried

Motion by Davis, seconded by Stouder to approve payment #6 to Caldwell Tanks in the amount of \$12,768.00.

Upon the roll the vote was:

Ayes: Davis, Stouder, Meggison, Mayberry, Esterling Nays: None Motion Carried

Loan funds have been expended. GMU expenses for the water system pumping and storage improvements were \$23,104.19 this month.

Northwest Infrastructure expansion (Arbor Hills)- Work is proceeding on the sewer part of the project. Work is expected to continue through the summer.

Motion by Esterling, seconded by Davis to approve payment #1 in the amount of \$223,690.69 to Compass Utility for the off-site sewer.

Upon the roll the vote was:

Ayes: Davis, Stouder, Meggison, Mayberry, Esterling Nays: None Motion Carried

There were invoices in the amount of \$266,769.14 submitted to Jim Hughes for payment for the Arbor Hills project.

Future water/sewer development needs-

Facility Study plan- Strand Fox Engineering is moving forward with the Water Facility Study. The Sewer Facility study is on hold awaiting further information of possible sewer connection needs.

EDA grant application- Awaiting further information from potential customers to submit the application.

Water extension along 195th- no update.

Bunge water/sewer- no update.

Barrus Rd/221st St. water extension- no update.

Digester Repair project-

Motion by Esterling, seconded by Davis to approve payment # 3 to Building Crafts in the amount of \$15,675.00 for the Digester Repair project.

Upon the roll the vote was:

Ayes: Davis, Stouder, Meggison, Mayberry, Esterling Nays: None Motion Carried

Motion by Esterling, seconded by Davis to approve payment # 4 to Building Crafts in the amount of \$39,425.00 for the Digester Repair project.

Upon the roll the vote was:

Ayes: Davis, Stouder, Meggison, Mayberry, Esterling Nays: None Motion Carried

Motion by Esterling, seconded by Davis to approve payment # 5 to Building Crafts in the amount of \$186,675.00 for the Digester Repair project.

Upon the roll the vote was:

Ayes: Davis, Stouder, Meggison, Mayberry, Esterling Nays: None Motion Carried

Woodfield Addition Water & Sewer project- the water portion of the project is complete. Awaiting final pay requests.

There were invoices in the amount of \$16,669.27 submitted to Beier Custom Homes for reimbursement this month.

Superintendent/secretary updates- discussion on builders using their own engineering firms for projects with concerns about inspections occurring and GMU policies being followed. No action taken at this time.

Board member Mayberry left the meeting @ 9:07 AM.

Executive Secretary Wendy Ensley presented the board with revisions/updates to the current GMU policy and procedures manual now known as the GMU Employee Handbook. Motion by Esterling, seconded by Davis to approve the GMU Employee Handbook.

Upon the roll the vote was:

Ayes: Davis, Stouder, Meggison, Esterling

Nays: None Motion Carried

Employee updates- Matt Coover and Ket Dilworth discussed WIN Fiber installation and increased amount of locate notices.

City of Glenwood- None.

City of PJ – Discussed billing for a water leak at a building owned by the City of Pacific Junction.

Motion by Esterling seconded by Stouder to adjourn the meeting at 9:45 A.M.

Upon the roll the vote was:

Ayes: Davis, Stouder, Meggison, Esterling

Nays: None Motion Carried

	Doug Meggison, Chairman
	Glenwood Municipal Utilities
	Board of Trustees
TTEST:	

Wendy Ensley- Executive Secretary