AGENDA
UTILITY BOARD OF TRUSTEES
WEDNESDAY, MARCH 18, 2015 – 4:30 P.M.
CITY HALL COUNCIL CHAMBERS
201 EAST PLEASANT STREET
LIVE BROADCAST

1. Call to Order

2. Approval of Agenda

3. Approval of Minutes

4. Audience
   A. Tom Devine, Maquoketa Chamber of Commerce – Report on Chamber Activities – Possible Board Action
   B. John Regan – Website Presentation – Possible Board Action

5. Old Business

6. New Business
   A. Approval of Interconnection Agreement and Net Metering Policy
   B. Credit/Debit Card Program – Possible Board Action
   C. Local Purchase Policy Discussion – Possible Board Action

7. Approval of Claims

8. Budget Discussions

9. Manager’s Report

10. Board Members’ Reports

11. Adjourn
UTILITY BOARD OF TRUSTEES
CITY HALL COUNCIL CHAMBERS
MARCH 18, 2015

Present: Todd Seifert, Jan Kahler, Dave Knoebel, Dawn Paul
Absent: Caroline Bybee

Chairperson Kahler called the meeting to order at 4:30 p.m.

Moved by Seifert and seconded by Paul to approve the agenda. All Ayes

Moved by Knoebel and seconded by Seifert to approve the minutes of the February 18, 2015 meeting as presented. All Ayes

Tom Devine of the Maquoketa Chamber of Commerce was present to give his annual update of Chamber activities. He discussed the advertising in the tourism journals that MMEU’s donations help to support. A few of the activities planned for 2015 are: looking into making the Christmas Lights permanent fixtures; installing a working speaker system in the downtown area; upgrading their website and working on the street scape and the green space in the downtown area.

John Regan and Earl Cherry presented a mock website they had developed for MMEU and gave some cost estimates for development and maintenance. WPPI will be at the MMEU office to demonstrate what they can offer in website development on April 1.

Manager Gaffigan presented a new interconnect agreement and net metering contract for customers who want to hook up solar and wind operations to MMEU’s system. This agreement covers 25 KW installations. We currently have two customers with solar installations and these will be grandfathered in under the previous agreements. Moved by Knoebel and seconded by Seifert to approve the Interconnection Agreement and Net Metering Policy. All Ayes by roll call vote

Discussion was held regarding getting a debit/credit card program where customers can use their cards for payment at the MMEU office. We currently have a third party company called Paymentus where payments can be made for a $4.95 charge on-line or by telephone. Manager Gaffigan is recommending that MMEU absorb the cost of the transactions. He is investigating a company called E-Tec and also in communication with Paymentus. Board consensus was to proceed as explained.
Discussion was held regarding developing a local purchase policy where MMEU would purchase goods and services from local vendors if all other considerations are equal. Manager Gaffigan presented a policy from Harlan and City Manager Wagner suggested one by Dyersville. It was recommended that Gaffigan contact a local attorney, possibly Schoenthaler Law Office, regarding development of a policy.

Moved by Seifert and seconded by Paul to approve the claims as presented.

All Ayes by roll call vote

Manager Gaffigan reported on problems with the AMI metering system that have persisted since it was installed. The system is not collecting readings on several meters on a daily basis. The problem seems to be lack of a 3G internet system in Maquoketa and discussion is being held on going with a different provider. He reported that he is working on getting a cost of service study done which needs 15 minute load data that is not being provided by the current metering system.

Gaffigan reported that he and Danny Clark had received and reviewed three bids for the line truck that was budgeted for purchase at a cost of $230,000. He stated that all bids are under that budgeted number and they will have a recommendation for purchase at the next Board meeting.

Moved by Seifert and seconded by Paul to adjourn the meeting at 6:02 p.m.  All Ayes

Jan Kahler, Chairperson

ATTEST:

Dave Knoebel, Vice Chairperson
ELECTRIC OPERATING:

1. Maquoketa State Bank  
   Return Check  
   121.67

2. Payroll  
   February 20, 2015  
   33,730.95

3. FICA  
   Employer Contribution  
   2,580.42

4. IPERS  
   Employer Contribution  
   3,012.17

5. WPPI  
   January Purchased Power  
   558,784.13
   Shared Savings Pmts.  
   1,009.23

6. Postmaster  
   February billing postage  
   939.07

   TOTAL – FEBRUARY  
   600,177.64

7. Treasurer State of Iowa  
   Sales Tax  
   23,345.00

8. MMEU Meter Deposit Fund  
   Deposit Pmt.  
   120.00

9. Payroll  
   March 6, 2015  
   31,864.38

10. FICA  
    Employer Contribution  
    2,437.66

11. IPERS  
    Employer Contribution  
    2,845.49

12. Windstream  
    Phone  
    623.70

13. Dex Media  
    Yellow pages adv.  
    40.50

14. U S Cellular  
    Cell phones  
    353.08

15. Black Hills Energy  
    Gas – Office  
    111.42

16. Black Hills Energy  
    Gas – Boilers  
    3,209.78

17. Black Hills Energy  
    Gas – Production  
    214.01

18. Black Hills Energy  
    Gas – Distribution  
    805.23

19. Cardmember Services  
    Office supplies, postage, cart,  
    Meeting expenses  
    1,546.53

20. City of Maquoketa  
    Water @ Plant 1  
    54.64

21. City of Maquoketa  
    Water @ Plant 2  
    57.48

22. City of Maquoketa  
    Water @ Distribution  
    58.38

23. City of Maquoketa  
    Water @ S. Substation  
    57.48

24. MMEU  
    Power @ Office  
    117.97

25. MMEU  
    Power @ Plant 1 garage  
    181.92

26. MMEU  
    Power @ Plant 1 fence  
    26.35

27. MMEU  
    Power @ Plant 2 garage  
    148.51

28. MMEU  
    Power @ WPPI Meters  
    54.11

29. MMEU  
    Power @ Distribution  
    341.05

30. MMEU  
    Power @ S. Substation  
    379.74

31. MMEU  
    Power @ Lift Station  
    17.12

32. Rockwell Clean Up  
    Garbage  
    50.00

33. NECA Local No. 145 IBEW  
    April health ins.  
    10,608.00

34. MetLife Group Benefits  
    AD&D & Life Ins.  
    200.34

35. Maquoketa Sentinel-Press  
    Publish January proceedings  
    86.02

36. Maquoketa Sentinel-Press  
    Chamber Newsletter Delivery  
    25.00

37. Ahlers & Cooney PC  
    WPPI contract review  
    2,092.50

38. Reliable Technology  
    Configure & install firewall,  
    Install updates, restart backup  
    Email problems at Dist.
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<tr>
<th></th>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>39</td>
<td>IAMU Energizer Newsletters</td>
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<tr>
<td>40</td>
<td>IAMU Broadband Consulting Pmt. #2</td>
<td>2,181.82</td>
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<td>41</td>
<td>IAMU Demand Response Admin.</td>
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<td>42</td>
<td>Midwest Business Products Copy fees/maintenance – New</td>
<td>42.30</td>
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<tr>
<td>43</td>
<td>Midwest Business Products Copy fees/maintenance – Old</td>
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<td>44</td>
<td>The Engel Agency 2015-16 Insurance Premium</td>
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<td>45</td>
<td>Culligan Water @ Office</td>
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<td>46</td>
<td>Culligan Water @ Distribution</td>
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<td>47</td>
<td>City of Preston Lube oil – 6 barrels</td>
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<td>48</td>
<td>Steve Cloos Prescription Safety Glasses</td>
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<td>49</td>
<td>Emanuelson Podas, Inc. IDNR Application</td>
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<td>50</td>
<td>Gasser True Value Hand cleaner, gas cans, filters</td>
<td>126.73</td>
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<td>51</td>
<td>Aramark Uniform Service Floor mats, uniforms, supplies</td>
<td>1,359.18</td>
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<td>52</td>
<td>Fletcher-Reinhardt Co. Harnesses for apprentices</td>
<td>642.84</td>
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<td>53</td>
<td>Fletcher-Reinhardt Co. Buckets &amp; glove bags</td>
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<td>54</td>
<td>Fletcher-Reinhardt Co. Meter</td>
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<td>55</td>
<td>Resco Guy strain rollers, traffic signal lamps</td>
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<td>56</td>
<td>Cintas Corporation First aid supplies</td>
<td>18.63</td>
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<td>57</td>
<td>IAMU Apprenticeship Training Fees – Year 2</td>
<td>2,293.00</td>
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<td>58</td>
<td>Kellams &amp; Bertsch Service call</td>
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<td>59</td>
<td>Waugh Tire Tire repair on meter truck</td>
<td>17.00</td>
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<td>60</td>
<td>John Deere Financial (Theisen’s) Jack, paint, clevis</td>
<td>65.05</td>
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<td>61</td>
<td>City of Maquoketa February gas &amp; diesel</td>
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<td>62</td>
<td>Small Engine Service Repairs</td>
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<td>Gale Burmeister Cleaning @ Office</td>
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<td>Gale Burmeister Cleaning @ Distribution</td>
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<td>65</td>
<td>First United Methodist Church Rebate – High Bay Replacement</td>
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<td>TOTAL – MARCH</td>
<td>180,793.78</td>
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**TOTAL - $780,971.42**

**UTILITY METER DEPOSIT:**

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<th>Description</th>
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<tr>
<td>1</td>
<td>MMEU Deposit Payments</td>
<td>1,827.51</td>
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<td>2</td>
<td>Mary Biegner Deposit Refund</td>
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<td>3</td>
<td>Charles Burns Deposit Refund</td>
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<td>4</td>
<td>Stacey Linden Deposit Refund</td>
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<td>5</td>
<td>Crystal Manning Deposit Refund</td>
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<td>6</td>
<td>Marcella McCullouch Deposit Refund</td>
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<td>7</td>
<td>Ryder Sisco Deposit Refund</td>
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<td>TOTAL</td>
<td>2,332.54</td>
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Additional
Claims for Utility Board Meeting
March 18, 2015

**ELECTRIC OPERATING:**

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<th>Description</th>
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<tr>
<td>1</td>
<td>Pitney Bowes Purchase Power</td>
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<td>2</td>
<td>Pitney Bowes Quarterly Meter Rental</td>
<td>369.00</td>
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<td>3</td>
<td>Iowa Dept. of Revenue Statewide Property Tax Return</td>
<td>3.24</td>
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<td></td>
<td><strong>TOTAL</strong></td>
<td><strong>672.24</strong></td>
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<th>Description</th>
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<tbody>
<tr>
<td>1</td>
<td>Christopher Kelsey Deposit Refund</td>
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