AGENDA - AMENDED
UTILITY BOARD OF TRUSTEES
WEDNESDAY, MAY 10 2017– 4:30 P.M.
CITY HALL COUNCIL CHAMBERS
201 EAST PLEASANT
LIVE BROADCAST

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes
4. Audience
5. Old Business
   A. Update on Allen St. Substation Progress
   B. Report on Meetings with Utility Commission & Maquoketa City Council Regarding Telecom Referendum
   C. Progress On North Power Plant Engines #3 and #6
      a. Discussion & Possible Motion for Change Order #2 on Phase 2 Engine #6
6. New Business
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  
MAY 10, 2017  

Present: Dawn Paul, Todd Seifert, Aaron Eltrich, Jan Kahler, and Jess Tracy  

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

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

Moved by Seifert and seconded by Eltrich to approve the minutes as presented. All Ayes by roll call.  

Tom Gaffigan present photos of the progress on the Allen Street Substation project. A retaining wall will be built this year on the project, and currently there is no updated set date of when the project will be completed.  

Tom Gaffigan stated he met with the City’s Utility Commission regarding the Telecom Referendum and the commission voted 3-0 to move forward in addressing the issue with the City Council. Mr. Gaffigan met with the City Council, and they voted 7-0 to have a referendum addressing the governing board for a proposed telecom utility, put on the November ballot. MMEU will not move forward with any feasibility study until the referendum passes.  

Tom Gaffigan noted the engineers were at the North Power Plant on 5/8/17 and discussed the possible need of change order for replacement of bolts and plates on Engines #3 and #6 once the new silencers are installed. The engineers expressed their concerns that the current bolts and plates are not in the best shape, and they might need to be replaced once the new silencers are ready to be put in place. Mr. Gaffigan asked the board for the authority to approve such a change order, if needed, as the new silencers are to be installed later in May and with the goal of being operational prior to the June 1st deadline, in order to qualify for the additional capacity payment from WPPI. The best guess of estimated loss of possible revenue if not completed by June 1st is $5,000 per month. Motion by Seifert and seconded by Paul to give authority to Tom Gaffigan to authorize such a change order, if needed, to replace the bolts and plates for Engines #3 and #6 once the silencers are installed. All Ayes by Roll Call  

Motion by Seifert and seconded by Tracy to approve the claims as presented. All Ayes by Roll Call  

Budget Discussion was held. Revenue is down a little due to the good weather this year thus far.  

Manager Reports - Plant Superintendent Boyd Schoenthaler stated the work on Engines #3 and #6 will hopefully be done by June 1st. Utility Manager Tom Gaffigan stated the winners of the high school scholarship are Justin Synder and Brittany Zeimet. The upcoming IAMU Mutual Aid meetings will be attended. Also the numbers from the Cost of Service Study should be in soon. Also informed the board with the new WPPI demand rates, MMEU is putting information out to consumers in a newspaper ad to run 3 times and also will be put in your quarterly newsletter. Tom Westhoff from WPPI as also been meeting with 7 large commercial customers to discuss the change, and show comparison using the new rating using last years’ actual numbers.
Motion by Seifert and seconded by Paul to adjourn the meeting at 5:00 p.m.

Jan Kahler, Chairperson

ATTEST:

Todd Seifert, Secretary
ELECTRIC OPERATING:

1. Treasurer-State of Iowa
   Use Tax - 1st Quarter 2017
   182.00

2. Payroll
   4/14/2017
   34,384.36

3. FICA
   Employer Contribution
   2,630.38

4. IPERS
   Employer Contribution
   3,070.52

5. Maquoketa Kiwanis
   2017 Golf Outing Donation
   100.00

6. Maquoketa Financial
   Rebate - WPPI - LED Lamp Upgrade
   300.00

7. Postmaster
   April Billing Postage
   901.98

8. Allen Denlinger Estate
   Memorial - Retired Employee
   50.00

9. Payroll
   4/28/2017
   35,360.57

10. FICA
    Employer Contribution
    2,705.06

11. IPERS
    Employer Contribution
    3,157.70

12. WPPI Energy
    March Purchase Power & Saved Savings Loans
    469,693.31

APRIL TOTAL
552,535.88

13. Treasurer State of Iowa
    April Sales Tax
    20,757.00

14. Pitney Bowes - Purchase
    Postage for Meter Machine
    300.00

15. Black Hills Energy
    Gas @ Office
    59.57

16. Black Hills Energy
    Gas @ Plant - Boilers
    33.10

17. Black Hills Energy
    Gas @ Plant - Production
    261.00

18. Black Hills Energy
    Gas @ Distribution
    113.90

19. Windstream
    Phones
    635.57

20. Dex Media
    Yellow/White Pages
    42.00

21. UPS
    Shipping
    27.56

22. UPS
    Shipping
    55.24

23. Midwest Business Products
    Copier/Printer - Color @ Office
    65.55

24. Midwest Business Products
    Copier/Printer @ Office Distribution
    19.87

25. The Engel Agency
    General Liability Audit 4/2016-17
    73.00

26. City of Maquoketa
    Water @ Plant #1
    54.64

27. City of Maquoketa
    Water @ Plant #2
    57.48

28. City of Maquoketa
    Water @ Distribution
    66.03

29. City of Maquoketa
    Water @ Substation
    57.48

30. MMEU
    Power @ Office
    136.45

31. MMEU
    Power @ Plant #1 - Garage
    33.21

32. MMEU
    Power @ Plant #1 - Fence
    23.56

33. MMEU
    Power @ Plant #2 - Garage
    69.22

34. MMEU
    Power @ WPPI Meters
    63.17

35. MMEU
    Power @ Substation
    172.21

36. MMEU
    Power @ Distribution
    284.23

37. MMEU
    Power @ Lift Station
    17.12

38. Culligan of Clinton
    Bottled Water @ Office
    25.08
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<td>Culligan of Clinton Bottled Water @ Distribution</td>
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<td>Gale Burmeister Cleaning @ Office</td>
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<td>Gil's Lawn Care, LLC April Mowing</td>
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<td>City of Maquoketa Gas/Diesel for March</td>
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<td>Rockwell Clean-Up Garbage</td>
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<td>US Cellular Cell Phones</td>
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<td>NECA Local No. 145 June Health Insurance Premium</td>
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<td>MetLife Group Benefits June AD&amp;D and Life Insurance Premium Materials, Supplies, Travel Expenses</td>
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<td>Cardmember Services Chamber Advertisement, Meeting</td>
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<td>Maquoketa Sentinel-Press Renew 12 mo. Subscription</td>
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<td>Reliable Technology, Inc. Fix Carbonite Back-Up</td>
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<td>Schonthale, Bartlet, Kahler, &amp; Reicks Review of S. 5th St. Easements Legal Review of Telecomm. Resolution</td>
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<td>Chemsearch Liquid Closed Loop Cleaner Water Treatment &amp; Bacteria Dip</td>
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<td>Chemsearch Slides</td>
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<td>Barron Motor Supply Lube, Air Elements, Filters</td>
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<td>Gasser True Value Key Blank, Hand Cleaner, Shovel</td>
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<td>Aramark Uniform Embroidery</td>
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<td>Stuart C. Irby Co URD Meter Pedestals</td>
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<td>Fletcher-Reinhardt Wildlife Protectors</td>
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<td>CJ Cooper &amp; Associates Drug Test - A. Bowman</td>
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<td>IAMU Overhead Electric Workshop - 3 Attendees</td>
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<td>IAMU Apprenticeship Program &amp; Material Fees</td>
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<td>M. Miller &amp; S. McNally</td>
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<td>68</td>
<td>Matt Buck Reimbursement - Work Shirt</td>
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<td>69</td>
<td>RESCO Bibs, Jackets, Connect Cover</td>
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<td>RESCO 2&quot; Red Duct Tape &amp; Terminal Disconnect Sleeves</td>
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<td>Terex Services Service/Repair - Bucket Truck</td>
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<td>Shermo Industries 69kV Allen St Substation Payment</td>
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<td>The ESCO Group Allen St. Substation Payment</td>
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<td>74</td>
<td>Jeanna Luett Return Credit Balance</td>
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**MAY TOTAL** 133,119.52
### Utility Meter Deposit:

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<td>MMEU</td>
<td>Return Deposits</td>
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<td>BLM Companies</td>
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<td>3</td>
<td>Robyn Esmahan</td>
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<td>Monique Hall</td>
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<td>Terry Howell</td>
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<td>Melissa Kane</td>
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<td>Moore Management</td>
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<td>Chad Richardson</td>
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<td>Joseph Simpson</td>
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<td><strong>TOTAL</strong></td>
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### Generator Upgrades Fund:

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<td>Emanuelson-Podas</td>
<td>NESHAP Phase #2</td>
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<td><strong>TOTAL</strong></td>
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**Additional Claims for Utility Board Meeting**

**May 10, 2017**

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<td>1</td>
<td>Schoenthaler, Bartelt, Kahler, &amp; Reicks</td>
<td>Rolling Acres Utility Easements</td>
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<td>2</td>
<td>Dennis Gerady</td>
<td>Window Cleaning @ Office</td>
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<td>3</td>
<td>Aramark</td>
<td>Towels, Floor Mats, &amp; Uniform Cleaning</td>
<td>1,086.10</td>
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<td>4</td>
<td>Dubuque Hose &amp; Hydraulic</td>
<td>100’ Nylon Tubing</td>
<td>53.93</td>
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<td>5</td>
<td>Dubuque Hose &amp; Hydraulic</td>
<td>Swivel, Bulk Hose, Ends, Crimps, Teflon Hose</td>
<td>152.60</td>
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<td>6</td>
<td>Iowa One-Call</td>
<td>April 2017 Underground Locates</td>
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<td><strong>TOTAL</strong></td>
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