AGENDA
UTILITY BOARD OF TRUSTEES
WEDNESDAY, SEPTEMBER 7, 2016 – 4:30 P.M.
CITY HALL COUNCIL CHAMBERS
201 EAST PLEASANT STREET
GOAL SETTING WORK SESSION

1. Call to Order

2. Approval of Agenda

3. Update Goals for 2016

4. Goals Discussion for 2017

5. Adjourn
UTILITY BOARD OF TRUSTEES
CITY HALL COUNCIL CHAMBERS
GOAL SETTING SESSION
September 7, 2016

Present: Jan Kahler, Dawn Paul, Aaron Eltrich, Jess Tracy, Todd Seifert (via telephone)

Chairperson Kahler called the meeting to order at 4:33 p.m.

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

Manager Gaffigan presented the 2016 goals update for all three departments both short-term and long-term. Gaffigan reported that we had overspent on unexpected items and items 1, 2 and 3 on short term had been put on hold. Gaffigan reported that he had been waiting for the cost of service study to change the billing format to a full page, but with the difficulty encountered with the Mueller MDM system, he has decided to proceed to be able to provide more information to our customers.

The goals for 2017 were presented.

Gaffigan discussed the retirement of an office staff member and questioned how the Board wants to proceed. Also discussed was the question of accrual accounting and the need for a person with a finance degree and to what degree should we pursue it. Board consensus was that an accrual system would be good to have for several reasons. Gaffigan was instructed to discuss the matter with John Gilroy of Miner, Gilroy and Meade on the costs and time involved as well as discuss with the City their plans regarding accrual accounting, if any. Board consensus was to proceed with the replacement of the office staff member. Gaffigan stated that he will be meeting with representative of nearby utilities to discuss the possibility of a telecommunications utility since the Iowa Fiber Alliance is not going forward.

Discussion was held on the short and long term goals at the Power Plant. Two more generators will be RICE-NESHAP retro-fitted by June 1, 2017. This will increase the amount of purchase capacity payments received from WPPI. We will start transferring funds into a reserve account to purchase a replacement pickup truck. Discussion was held regarding replacing the old radiators with aqua towers. Also discussed was the hiring of a Mechanic Operator in the long term goals.

Discussion was held on the short and long term goals at Distribution. The SPCC plan will be postponed until the Allen Street Substation project is done, which will be sometime
next year. The cost of converting the underground in the downtown area is estimated at $1.7 million per a study done by P & E Engineering is still in long-term goals. The need for a Meter Tech/Mapping Coordinator is being considered and is in the long term goals. Danny Clark emphasized the need for a person at the Distribution shop when no one is there.

The goals are attached.

Moved by Paul and seconded by Eltrich to adjourn the meeting at 5:30 p.m.

All Ayes

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Jan Kahler, Chairperson

ATTEST:

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Todd Seifert, Secretary