

BOARD OF TRUSTEE MINUTES  
REGULAR SESSION – JANUARY 8, 2018

The Board of Trustees met in regular session at 5:30 p.m. on January 8, 2018 in the City Hall Council Chambers. Chairperson Adam Voigts called the meeting to order and on roll call the following members were present: Lesley Forbush, Jim McClymond (via phone), Mike Rozga, Adam Voigts and Deb White.

The consent agenda consisting of the following was approved on a motion by Rozga and seconded by White. Question was called for and on voice vote the Chairperson declared the motion carried unanimously.

Claims list for December 18, 2017 and January 2, 2018

Minutes from December 11, 2017

Salaries: Cassandra Mosher, Utility Service Rep, from CE 4-1.5 \$37,597/year to CE 4-2 \$38,224/year effective January 7, 2018

Resolution No. 2018-235 approving the annual awards banquet recognizing the employees of the Indianola Municipal Utilities (the complete resolution may be viewed at the City Clerk's Office)

Quarterly write offs to the State Offset Program - \$14,688.86 (Electric) and \$2,633.11 (Water)

Electric Utilities Action Items

This being the time and place fixed for a public hearing on the matter of the adoption of plans, specifications, form of contract and estimate of cost relative to the 2018 RTU Replacement and SCADA Testing Project for Indianola Municipal Utilities, Indianola, Iowa. The Chair called for any oral objections to the adoption of the plans, specifications, form of contract and estimate of cost. No oral objections were offered and the City Clerk reported that no written objections had been filed.

Board Member White introduced the following Resolution entitled "RESOLUTION ADOPTING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST", and moved that it be adopted. Board Member Forbush seconded the motion to adopt. The roll was called and the vote was, AYES: White, Voigts, McClymond, Rozga and Forbush. NAYS: None. Whereupon the Chair declared the following resolution duly adopted:

RESOLUTION NO. 2018-236  
RESOLUTION ADOPTING PLANS, SPECIFICATIONS,  
FORM OF CONTRACT AND ESTIMATE OF COST

(The complete resolution may be viewed at the City Clerk's Office)

The Chair then announced that the City Clerk and the Electric Superintendent had opened and tabulated the bids for the public improvements described in general as the 2018 RTU Replacement and SCADA Testing Project for Indianola Municipal Utilities, Indianola, Iowa, in accordance with the plans and specifications previously adopted.

The following bids were presented by the City Clerk and the Electric Superintendent

Company and Address	Bid
Electric Power Systems Kansas City, Mo	\$104,310.00

L&S Electric Coon Rapids, MN	\$112,634.00
Steinmetz Corp. Appleton, WI	\$29,500.00
Tri City Electric Davenport, Iowa	\$41,700.00

Board Member Rozga introduced the following resolution entitled "RESOLUTION MAKING AWARD OF CONSTRUCTION CONTRACT" to Steinmetz Corp. in an amount of \$29,500.00, and moved its adoption. Board Member White seconded the motion to adopt. The roll was called and the vote was: AYES: Forbush, White, Voigts, McClymond and Rozga. NAYS: None. Whereupon, the Chair declared the following Resolution duly adopted:

RESOLUTION NO. 2018-237  
RESOLUTION MAKING AWARD OF CONSTRUCTION CONTRACT  
To Steinmetz Corp. in an amount of \$29,500.00

(The complete resolution may be viewed at the City Clerk's Office)

This being the time and place fixed for a public hearing on the matter of the adoption of plans, specifications, form of contract and estimate of cost relative to the 2018 Westside Substation RTU Procurement Project for Indianola Municipal Utilities, Indianola, Iowa. The Chair called for any oral objections to the adoption of the plans, specifications, form of contract and estimate of cost. No oral objections were offered and the City Clerk reported that no written objections had been filed.

Board Member White introduced the following Resolution entitled "RESOLUTION ADOPTING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST", and moved that it be adopted. Board Member Forbush seconded the motion to adopt. The roll was called and the vote was, AYES: Voigts, McClymond, Rozga, Forbush and White. NAYS: None. Whereupon the Chair declared the following resolution duly adopted:

RESOLUTION NO. 2018-238  
RESOLUTION ADOPTING PLANS, SPECIFICATIONS,  
FORM OF CONTRACT AND ESTIMATE OF COST

(The complete resolution may be viewed at the City Clerk's Office)

The Chair then announced that the City Clerk and the Electric Superintendent had opened and tabulated the bids for the public improvements described in general as the 2018 RTU Westside Substation RTU Procurement Project for Indianola Municipal Utilities, Indianola, Iowa, in accordance with the plans and specifications previously adopted.

The following bids were presented by the City Clerk and the Electric Superintendent

Company and Address	Bid
Electric Power Product Des Moines, Iowa	\$24,390.00
Keystone EMC Des Moines, Iowa	\$23,850.06

NMC Power Systems Omaha, NE	\$25,250.00
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Board Member McClymond introduced the following resolution entitled "RESOLUTION MAKING AWARD OF CONSTRUCTION CONTRACT", and moved its adoption. Board Member Rozga seconded the motion to adopt. The roll was called and the vote was: AYES: Rozga, Forbush, White, Voigts and Rozga. NAYS: None. Whereupon, the Chair declared the following Resolution duly adopted:

RESOLUTION NO. 2018-239  
RESOLUTION MAKING AWARD OF CONSTRUCTION CONTRACT

(The complete resolution may be viewed at the City Clerk's Office)

Change order #2 in an amount of \$57,894.00 for the Turbine 7 Control Replacement project was approved on a motion by White and seconded by Forbush. Question was called for and on voice vote the Chair declared the motion carried unanimously.

Electric Utility Informational Items - Electric Superintendent Mike Metcalf presented the electric utility informational items.

Water Utility Informational Items – Water Superintendent Lou Elbert presented the water utility informational items.

Communications Utility Action Items

General Manager Tom Gaffigan reviewed the 28E draft agreement between the Indianola Municipal Utilities, The Municipal Communications Utilities of Cedar Falls, Waverly Communications Utility and the Communications Utility of Bellevue providing for joint ownership and use of certain facilities and related matters.

It was moved by McClymond and seconded by Rozga to accept the proposal and letter of engagement extension between Indianola Municipal Utilities and SmartSource Consulting in an amount of \$11,500. Question was called for and on voice vote the Chair declared the motion carried unanimously.

McClymond moved and White seconded to accept the Network Engineering Consulting Agreement between Indianola Municipal Utilities and Fuse Technic, LLC in an amount of \$150.00/hour. Question was called for and on voice vote the Chair declared the motion carried unanimously.

Communication Utility Informational Items - Kurt Ripperger, Telecommunication Director, presented an updated report on the Communications Utility Informational items. General Manager Tom Gaffigan presented the conceptual drawing and update on the Telecommunications Building Renovation Progress.

Combined Electric, Water and Communications Action Items – General Manager Tom Gaffigan presented a recommendation to re-engineer and realign existing joint IMU/City financial and HR Services. It was the consensus of the Board to move forward with this recommendation. The IMU Board of Trustee and City Council will meet in the near future to discuss.

A motion was made by McClymond and seconded by Forbush to approve the following 2018 Officers of the IMU Board of Trustees:

Chairperson – Adam Voigts

Vice Chairperson – Mike Rozga

Question was called for and on voice vote the Chair declared the motion carried unanimously.

The Board of Trustees reviewed the 2018 General Manager Tom Gaffigan goals. The Board and Mr. Gaffigan agreed to the changes.

Board member Rozga moved to enter into closed session in accordance with Iowa Code Section 21.5(1)(c) to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation. Board member White seconded the motion. Question was called for and on voice vote the Chair declared the motion carried unanimously.

White moved and Forbush seconded to return to regular session. Question was called for and on voice vote the Chairperson declared the motion carried unanimously.

Meeting adjourned on a motion by White and seconded by Forbush.

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Adam Voigts, Chair

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Diana Bowlin, City Clerk