

BOARD OF TRUSTEE MINUTES
REGULAR SESSION – AUGUST 27, 2018

The Board of Trustees met in regular session at 5:30 p.m. on August 27, 2018 in the City Hall Council Chambers. Chairperson Adam Voigts called the meeting to order and on roll call the following members were present: Jim McClymond, Mike Rozga, Adam Voigts and Deb White. Absent: Lesley Forbush.

Lesley Forbush arrived at the meeting.

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

Claims list for August 20, 2018

Minutes from August 13, 2018

June 2018 Treasurer and Financial Reports

Electric Utility Action Items

The Board discussed the cost of service and rate design proposal from NMPP Energy in an amount of \$6,540 and JK Energy Consulting, LLC in an approximate amount of \$13,000. It was the consensus of the Board to authorize General Manager Tom Gaffigan to use his discretion on awarding the service and rate design proposal.

Change order #2 in an amount of \$1,378.00 from Hildreth Construction Services – Project #5 – Interior Office and Exterior Accessories for the 2018 Line Shop Project was approved on a motion by McClymond and seconded by Forbush. Question was called for and on voice vote the Chairperson declared the motion carried unanimously.

Electric Utility Informational Items – Mike Metcalf, Electric Superintendent, presented an updated report on the Electric Utility Informational items.

Water Utility Action Items

A motion was made by McClymond and seconded by White to authorize Warren Water to serve the following IMU customers at 11676 160th Avenue, 13731 118th Avenue and 12218 140th Avenue. Question was called for and on voice vote the Vice Chairperson declared the motion carried unanimously.

Board member Rozga moved and McClymond seconded to approve the purchase of a one-half ton pickup for the Water Department from Stew Hanson Dodge in an amount of \$25,308. Question was called for and on voice vote the vote was, AYES: White, Voigts, McClymond and Rozga. ABSENT: None. ABSTAINED: Forbush. Whereupon the Chairperson declared the motion carried unanimously.

Water Utility Informational Items – Lou Elbert, Water Superintendent, presented an updated report on the Water Utility Information Items.

Communications Utility 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 IMU Fiber to The Home Drop Installation 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 McClymond introduced the following Resolution entitled "RESOLUTION ADOPTING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST", for the 2018 IMU Fiber to the Home Drop Installation Project (Area 1) and moved that it be adopted. Board Member White seconded the motion to adopt. The roll was called and the vote was, AYES: Rozga, Forbush, White, Voigts and McClymond. NAYS: None. Whereupon the Chair declared the following resolution duly adopted:

RESOLUTION NO. 2018-290
RESOLUTION ADOPTING PLANS, SPECIFICATIONS,
FORM OF CONTRACT AND ESTIMATE OF COST
For the 2018 IMU Fiber to the Home Drop Installation Project (Area 1)

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

The Chair then announced that the City Clerk and the Communications Superintendent had opened and tabulated the bids for the public improvements described in general as the 2018 IMU Fiber to The Home Drop Installation 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 the Communications Superintendent:

Company and Address	Bid
Telecom Construction	\$148,235.12 – Area 1
Clearwater, MN	\$82,027.02 – Alt 1

Board Member McClymond introduced the following resolution entitled "RESOLUTION MAKING AWARD OF CONSTRUCTION CONTRACT", for the 2018 IMU Fiber to the Home Drop Installation Project to Telecom Construction in an amount of \$148,235.12 (Area 1) and moved its adoption. Board Member White seconded the motion to adopt. The roll was called and the vote was: AYES: Rozga, Forbush, White, Voigts and McClymond. NAYS: None. Whereupon, the Chair declared the following Resolution duly adopted:

RESOLUTION NO. 2018-291
RESOLUTION MAKING AWARD OF CONSTRUCTION CONTRACT
For the 2018 IMU Fiber to the Home Drop Installation Project
To Telecom Construction in An Amount of \$148,235.12 (Area 1)

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

Board Member McClymond introduced the following Resolution entitled "RESOLUTION ORDERING CONSTRUCTION OF CERTAIN PUBLIC IMPROVEMENTS (2018 IMU Fiber to the Home Drop Installation Project - Areas 2-5) AND FIXING A DATE FOR HEARING (September 24, 2018) AND TAKING OF BIDS (September 18, 2018)" and moved that it be adopted. Board Member White seconded the motion to adopt. The roll was called and the vote was, AYES: Rozga, Forbush, White, Voigts and McClymond. NAYS: None. Whereupon, the Chair declared the following resolution duly adopted:

RESOLUTION NO. 2018-292
RESOLUTION ORDERING CONSTRUCTION OF
CERTAIN PUBLIC IMPROVEMENTS (2018 Fiber to the Home Drop Installation Project – Areas 2-5)
AND FIXING A DATE FOR HEARING (September 24, 2018) AND TAKING OF BIDS (September 18, 2018)

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

Community Utility Informational Items - Telecommunications Director Kurt Ripperger presented an updated report on the Communications Utility Informational items.

Combined Electric, Water and Communications Utilities Action Items

The Board discussed the Resolution approving a Memorandum of Understanding regarding the sharing of services with the City of Indianola. It was the consensus of the Board to request General Manager Tom Gaffigan work with the City staff on the following suggested adjustments to the Memorandum of Understanding:

- Item #1. Add language to provide a mechanism to adjust the percentage allocations including clarification on when and how adjustments will occur. In addition, IMU and City Staff will determine a date for reviewing and determining the percentage allocations during the budget process
- Item #6. The actual time devoted to IMU work by the City Clerk and Bookkeeper shall be tracked in order to more accurately quantify this allocation in the future.

The Board discussed the resolution approving participating in providing financial assistance for an expansion to the Helping Hand Food Pantry. A motion was made by McClymond to assist in the construction (i.e. insulation and lighting) up to \$2,000. The motion failed due to a lack of a second. McClymond moved and Rozga seconded to encourage the organization to apply for the appropriate rebates for energy efficiency. Question was called for and on voice vote the vote was, AYES: McClymond. NAYS: Rozga, Forbush, White and Voigts. Whereupon the Chairperson declared the motion failed.

Combined Electric, Water and Communications Utilities Informational Items – No report was presented.

Meeting adjourned at 6:40 p.m. on a motion by White and seconded by Forbush.

Adam Voigts, Chairperson

Diana Bowlin, City Clerk