

*GLENWOOD MUNICIPAL UTILITIES BOARD OF TRUSTEES*

BOARD MEETING

December 18, 2024

CITY HALL

8:00 A.M.

The Glenwood Municipal Utilities Board of Trustees met on Wednesday, December 18, 2024, at 8:00 am for a Board meeting. Chairman Doug Meggison called the meeting to order at 8:00 AM.

The following were present:

Board Members: Tina Stouder, Lonnie Mayberry, Doug Meggison, Dick Davis, Vonnie Esterling

Absent Members: none

Superintendent- Dave Malcom

Assistant Superintendent -Mike Darnold

Executive Secretary- Wendy Ensley

PJ representative Andy Young

Guests:

Jake Zimmerer- Eagle Engineering

Ron Rech- PVS DX Inc.

Verlin Phelps- Pony Creek HOA

Tim Gibbs- Pony Creek HOA

Triston Nolan- Pony Creek HOA

Motion by Esterling, seconded by Davis to approve the agenda.

Upon the roll the vote was:

Ayes: Stouder, Mayberry, Meggison, Esterling, Davis

Nays: None Motion Carried

Motion by Stouder, seconded by Mayberry to approve the November 25, 2024, special meeting minutes.

Upon the roll the vote was:

Ayes: Stouder, Mayberry, Meggison, Esterling, Mayberry

Nays: None Motion Carried

Board member Mayberry reviewed claims this month and recommends approval, seconded by Davis.

Upon the roll the vote was:

Ayes: Stouder, Mayberry, Meggison, Esterling, Davis

Nays: None Motion Carried

11/21/2024 Thru 12/18/2024

Water Fund

<u>Chk</u>	<u>Vendor</u>	<u>Description</u>		<u>Amount</u>
#				
32395	WRIGHT SEWER & WATER	Sharp St watermain replacement	CK	109965.81
32396	U.S. POST OFFICE	POSTAGE-MAIL BILLS	CK	617.69
32397	ACCESS TECHNOLOGIES INC	Copier lease	CK	101.47
32398	CITY OF PACIFIC JUNCTION	Sewer Collection	CK	3625.63
32399	MILLS COUNTY ROADS	REFUND - 261461	CK	1500.00
32400	DANIELLE WIGGINGTON	REFUND - 259254	CK	102.21
32401	Bomgaars Supply	HEAT TAPE	CK	49.98
32402	BOONE BROTHERS ROOFING	ROOFING REPAIRS-WTP BUILDING	CK	2021.25
32403	COUNCIL BLUFFS WINSUPPLY	INVENTORY	CK	1763.90
32404	GLENWOOD FEED/IND. SUPPLY	SHIPPING	CK	25.78
32405	HAWKINS, INC.	WTP CHEMICALS	CK	2047.50
32407	MATT PARROTT & SONS	OFFICE SUPPLIES	CK	186.70

32408	STOUDER PLUMBING	PLUMBING REPAIR- DIST. SYSTEM	CK	319.46
32409	WESTERN IOWA NETWORK	INTERNET/PHONE	CK	339.13
32412	COLLECTION SERVICE CENTER	Child Support	CK	147.37
32414	Bomgaars Supply	SUPPLIES- PIPE FITTING	CK	17.98
32415	Council Bluffs Water Works	LAB ANALYSIS	CK	100.00
32416	Dollar General	OFFICE SUPPLIES	CK	5.25
32417	GLENWOOD FEED/IND. SUPPLY	SHIPPING	CK	28.61
32418	IOWA ONE CALL	UNDERGROUND LOCATING SERVICES	CK	111.20
32419	Verizon Wireless	TELEPHONE/COMMUNICATIONS	CK	100.15
32420	VISA	SUPPLIES, HEATER, WW HOUR METERS	CK	1003.38
32424	DORSEY & WHITNEY LLP	LEGAL SERVIES- WATER SYSTEM IMPR.	CK	5000.00
32425	FRED KONFRST TRASH	TRASH SERVICE N	CK	86.50
32426	MICROBAC LABORATORIES	LAB ANALYSIS	CK	167.25
32427	O'REILLY AUTO PARTS	OIL & FILTER TRUCK #6	CK	28.43
32428	AUTO VALUE	OIL AND FILTER- TRUCK #1	CK	19.73
32429	GLENWOOD FEED/IND. SUPPLY	SHIPPING S	CK	25.78
32430	Hamilton & Associates, P.C.	ACCOUNTNG FEES	CK	195.00
32431	HAWKINS, INC.	WTP CHEMICALS	CK	1435.75
32433	OPINION-TRIBUNE	PUBLICATIONS	CK	240.45
32434	O'REILLY AUTO PARTS	BATTERY TRUCK#1	CK	72.99
32435	PRINCIPAL LIFE INSURANCE	JAN 2025 LIFE INSURANCE	CK	603.59
32436	PROF. COMPUTER SOLUTIONS	2025 ANNUAL MAINT. CONTRACT	CK	10335.50
32437	Woods Tucker, PLLC	LEGAL FEES	CK	5980.95
32438	WRIGHT SEWER & WATER	WATER LEAK REPAIR GATEWAY	CK	3690.00
32440	HARRISON GOODWIN	REFUND - 260515	CK	171.77
32441	GEORGE PITTS	REFUND - 17265	CK	60.56
32442	WHISKEY WOLF LIQUOR	REFUND - 257545	CK	163.67
32443	CRAIG WIGGINS	REFUND - 257901	CK	159.32
32444	CAROLYN YATES LL	REFUND - 16321	CK	30.00
8800713	BP AMOCO	FUEL-OCT 2024	WT	872.13
8800714	TRIONFO SOLUTIONS, LLC	MetLife benefits	WT	548.55
8800715	TREASURER - STATE OF IOWA	Salers Tax	WT	390.29
8800716	TREASURER - STATE OF IOWA	WET Tax	WT	4743.49
8800717	DEPT OF THE TREASURY	FICA/MED	WT	6032.46
8800718	BP AMOCO	Fuel	WT	497.26
<b>Water Fund Total</b>				<b>\$164,859.74</b>

#### Sewer Fund

<u>Chk</u>	<u>Vendor</u>	<u>Description</u>		<u>Amount</u>
#				
32396	U.S. POST OFFICE	POSTAGE-MAIL BILLS	CK	617.70
32397	ACCESS TECHNOLOGIES INC	Copier lease	CK	101.48
32404	GLENWOOD FEED/IND. SUPPLY	SHIPPING	CK	194.81
32406	HOSE & HANDLING INC.	HOSE & CLAMPS-DIGESTER GAS LINE	CK	180.23
32407	MATT PARROTT & SONS	OFFICE SUPPLIES	CK	186.70
32409	WESTERN IOWA NETWORK	INTERNET/PHONE	CK	378.73
32413	BLACK HILLS ENERGY	NATURAL GAS	CK	43.73
32416	Dollar General	OFFICE SUPPLIES	CK	5.25
32418	IOWA ONE CALL	UNDERGROUND LOCATING SERVICES	CK	111.20
32419	Verizon Wireless	TELEPHONE/COMMUNICATIONS	CK	20.01
32420	VISA	SUPPLIES, HEATER, WW HOUR METERS	CK	883.40
32423	Century Link	WW LIFT STATION	CK	135.88
32425	FRED KONFRST TRASH SERVICE	TRASH SERVICE	CK	320.00
32426	MICROBAC LABORATORIES	LAB ANALYSIS	CK	1350.50

32427	O'REILLY AUTO PARTS	OIL & FILTER TRUCK #6	CK	28.43
32428	AUTO VALUE	OIL AND FILTER- TRUCK #1	CK	19.73
32429	GLENWOOD FEED/IND. SUPPLY	SHIPPING	CK	114.44
32430	Hamilton & Associates, P.C.	ACCOUNTNG FEES	CK	195.00
32432	HTM Sales Inc.	WOODFIELD LS PUMP	CK	17735.14
32433	OPINION-TRIBUNE	PUBLICATIONS	CK	240.46
32434	O'REILLY AUTO PARTS	BATTERY TRUCK#1	CK	72.99
32435	PRINCIPAL LIFE INSURANCE	JAN 2025 LIFE INSURANCE	CK	14.22
32436	PROF. COMPUTER SOLUTIONS	2025 ANNUAL MAINT. CONTRACT	CK	10335.50
32437	Woods Tucker, PLLC	LEGAL FEES	CK	5980.94
32439	IDNR/OPERATOR CERT.	Grade 1 certification	CK	40.00
32445	Century Link	Phone	CK	135.88
32448	BUILDING CRAFTS INC	Digester Project	CK	79145.97
8800713	BP AMOCO	FUEL	WT	854.05
8800714	TRIONFO SOLUTIONS, LLC	MetLife benefits	WT	19.74
8800715	TREASURER - STATE OF IOWA	Sales Tax	WT	1146.33
8800717	DEPT OF THE TREASURY	FICA/MED	WT	658.56
8800718	BP AMOCO	Fuel	WT	552.45
<b>Sewer Fund Total</b>				<b>\$120,965.40</b>

Receipts this month: \$286,948.89.

Chemical bids were opened. Tabled for review.

Pony Creek Homeowner Association representatives Verlin Phelps, Tim Gibbs and Tristan Nolan were present to discuss extending water to Pony Creek 1. Motion by Davis, seconded by Esterling authorizing engineer Zimmerer to work with Pony Creek 1 Homeowner's Association on a Preliminary Engineering report to provide water to Pony Creek 1 at the Homeowner's Associations expense.

Upon the roll the vote was:

Ayes: Stouder, Mayberry, Meggison, Esterling, Davis

Nays: None Motion Carried

Northwest Infrastructure expansion (Arbor Hills)- There were invoices in the amount of \$72,551.38 submitted to Jim Hughes for payment for the Arbor Hills project.

Sharp St. Water main replacement-project will be closed out at the January board meeting.

Future water/sewer development needs- The Wastewater Study is complete. Engineer Zimmerer has passed the study onto Short Elliott Hendrickson Inc. (SEH) for review.

EDA grant application- Engineer Zimmerer will contact Feed Energy to see if they are planning on moving forward with the application process.

Financial planning for Sewer Treatment plant- Engineer Zimmerer presented the proposal from SEH for funding application services to the Board. Motion by Esterling, seconded by Davis to approve hiring SEH for funding research and application services for a Wastewater Facility.

Upon the roll the vote was:

Ayes: Stouder, Mayberry, Meggison, Esterling, Davis

Nays: None Motion Carried

Digester Repair project- Motion by Mayberry, seconded by Stouder to approve payment # 12 (final) to Building Crafts Inc. in the amount of \$79,145.97 for the Digester repair project.

Upon the roll the vote was:

Ayes: Stouder, Mayberry, Meggison, Esterling, Davis

Nays: None Motion Carried

Board member Mayberry left the meeting at 8:58 am.

Motion by Stouder, seconded by Esterling authorizing Chairman Meggison to sign the certificate of substantial completion and closeout documents for the Digester Repair project.

Upon the roll the vote was:

Ayes: Stouder, Meggison, Esterling, Davis

Nays: None Motion Carried

Motion by Esterling, seconded by Stouder to award chemical low bids as follows:

To Mississippi Lime Company for:

Bulk ½” pebble lime @ \$433.84/ ton FOB Glenwood.

To DPC Industries, Inc. for:

Bag Hydrated Lime @ \$710.00/ ton FOB Glenwood.

To Hawkins Inc. for:

Chlorine @ \$200.00 / 150 lb. cylinder. FOB Glenwood

Aluminum Sulfate @ \$290.00 / 55 gal. FOB Glenwood

Ammonium Sulfate @ \$343.75/ 55 gal. FOB Glenwood

HFS Acid (Fluoride) @ \$100.00/ 150 lb. return drum FOB Glenwood

Upon the roll the vote was:

Ayes: Stouder, Meggison, Esterling, Davis

Nays: None Motion Carried

Employee updates- none

Superintendent/secretary updates- No update on reimbursement of FEMA funds.

Motion by Mayberry, seconded by Stouder to approve Resolution # 725-24. Dustin Felos Grade I Wastewater certification.

Upon the roll the vote was:

Ayes: Stouder, Meggison, Esterling, Davis

Nays: None Motion Carried

Superintendent Malcom presented 2025 salary recommendations. Motion by Esterling, seconded by Davis to approve 2025 salary recommendations effective pay period beginning 12/30/2024.

City of Glenwood Mayor/representative- none

City of PJ – Andy Young welcomed everyone to stop by the Junction Model Railroad Club open house on Saturday/Sunday 12/21/2024 & 12/22/2024 between 10:00am-3:00pm.

Motion by Stouder seconded by Esterling to adjourn the meeting at 9:15 A.M.

Upon the roll the vote was:

Ayes: Stouder, Meggison, Esterling, Davis

Nays: None Motion Carried

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Doug Meggison, Chairman  
Glenwood Municipal Utilities  
Board of Trustees

ATTEST:

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Wendy Ensley- Executive Secretary