

GLENWOOD MUNICIPAL UTILITIES BOARD OF TRUSTEES

BOARD MEETING

January 15, 2025

CITY HALL

8:00 A.M.

The Glenwood Municipal Utilities Board of Trustees met on Wednesday, January 15, 2025, 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, Doug Meggison, Dick Davis

Absent Members: Lonnie Mayberry, Vonnie Esterling

Superintendent- Dave Malcom

Executive Secretary- Wendy Ensley

PJ representative Andy Young

Guests:

Jake Zimmerer- Eagle Engineering

Mitch Kolf- City Administrator

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

Upon the roll the vote was:

Ayes: Stouder, Meggison, Davis

Nays: None Motion Carried

Motion by Davis, seconded by Stouder to approve the December 18, 2024, meeting minutes.

Upon the roll the vote was:

Ayes: Stouder, Meggison, Davis

Nays: None Motion Carried

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

Upon the roll the vote was:

Ayes: Stouder, Meggison, Davis

Nays: None Motion Carried

Bank Account 1120 12/18/2024 Thru 1/15/2025

Water Fund

<u>Chk</u>	<u>Vendor</u>	<u>Description</u>		<u>Amount</u>
#				
32455	COLLECTION SERVICE CENTER	Child support	CK	147.37
32456	LIVE VOICE	Answering service	CK	88.35
32457	MID-AMERICAN ENERGY	Electric	CK	3647.94
32458	WELLMARK BCBS	WELLMARK PREMIUM	CK	17389.39
32459	COUNCIL BLUFFS WINSUPPLY CO.	INVENTORY PARTS	CK	266.74
32462	IOWA ONE CALL	UNDERGROUND LOCATING SERVICE	CK	108.15
32463	MISSISSIPPI LIME COMPANY	BULK LIME	CK	9573.83
32464	PROF. COMPUTER SOLUTIONS	ADM HOSTING FEES	CK	297.75
32465	U.S. POST OFFICE	POSTAGE	CK	617.40
32466	ACCESS TECHNOLOGIES INC	COPIER LEASE	CK	101.47
32467	Bomgaars Supply	SHOP SUPPLIES	CK	0.00
32470	MUNICIPAL SUPPLY, INC.	INVENTORY PARTS	CK	1912.28
32471	USA BLUE BOOK	LAB CHEMICALS	CK	416.42
32472	Verizon Wireless	TELEPHONE/COMMUNICATIONS	CK	100.03
32474	WESTERN IOWA NETWORK	INTERNET/PHONE	CK	344.26
32477	CITY OF PACIFIC JUNCTION	Sewer Collection	CK	4110.18
32478	COLLECTION SERVICE CENTER	Child Support	CK	147.37

32479	JORDAN/JOHNATHAN BONTRAGER	REFUND - 257481	CK	141.58
32480	HANNAH MAY	REFUND - 248400	CK	63.96
32481	CINTAS	First aid cabinet and supplies	CK	716.02
32485	MICROBAC LABORATORIES INC	Lab analysis	CK	153.00
32487	VISA	Office supplies and training class	CK	271.01
32488	ALLI BROOKS	REFUND - 252884	CK	14.35
32491	EAGLE ENGINEERING GROUP LLC	ENGINEERING FEES	CK	20664.07
32493	MUNICIPAL SUPPLY, INC.	INVENTORY PARTS	CK	231.84
32494	O'REILLY AUTO PARTS	BATTERY-TRUCK #6	CK	53.03
32495	Aetna Behavioral Health, LLC	JAN-MAR 2025 EAP PREMIUM	CK	39.42
32496	HAWKINS, INC.	WTP CHEMICALS	CK	2067.50
32500	COLLECTION SERVICE CENTER	Child support	CK	147.37
32501	CARTER RAPPLEY	REFUND - 251929	CK	45.90
32502	ERIN JONES	REFUND - 262126	CK	175.98
32503	LADONNA KUFFLER	REFUND - 263669	CK	154.04
32504	COLE PECKHAM	REFUND - 255594	CK	163.97
32505	MARK SNEED	REFUND - 264146	CK	99.54
32506	WRIGHT SEWER & WATER	Sharp St Main replacement #3	CK	30548.75
32507	WRIGHT SEWER & WATER	Sharp St. Main replacement #4	CK	9244.25
8800719	DEPT OF THE TREASURY	FICA/MED	WT	7522.84
8800720	TREASURER - STATE OF IOWA	State W/H	WT	2008.68
8800721	IPERS	IPERS	WT	8415.75
8800722	IOWA WORKFORCE DEV.	Unemployment tax	WT	0.92
8800723	DEPT OF THE TREASURY	FICA/MED	WT	6063.70
8800724	TREASURER - STATE OF IOWA	WET TAX	WT	4571.75
8800725	TREASURER - STATE OF IOWA	SALES Tax	WT	153.79
8800726	BP AMOCO	FUEL	WT	524.01
8800727	DEPT OF THE TREASURY	FICA/MED	WT	6161.38

Water Fund Total

\$139,672.98

Bank Account 1120

\$139,672.98

Sewer Fund

<u>Chk</u> #	<u>Vendor</u>	<u>Description</u>		<u>Amount</u>
32448	BUILDING CRAFTS INC	Digester Project	CK	79145.97
32456	LIVE VOICE	Answering service	CK	88.35
32457	MID-AMERICAN ENERGY	ELECTRIC	CK	3621.34
32458	WELLMARK BCBS	WELLMARK PREMIUM	CK	1985.52
32460	Fox Strand	ENGINEERING FEES-DIGESTER COVER	CK	1255.50
32461	HTM Sales Inc.	WOODFIELD LIFTSTATION PUMP PARTS	CK	128.31
32462	IOWA ONE CALL	UNDERGROUND LOCATING SERVICE	CK	108.15
32464	PROF. COMPUTER SOLUTIONS	ADM HOSTING FEES-DEC 2024	CK	297.75
32465	U.S. POST OFFICE	POSTAGE	CK	617.40
32466	ACCESS TECHNOLOGIES INC	COPIER LEASE	CK	101.48
32467	Bomgaars Supply	SHOP SUPPLIES	CK	150.90
32468	WBC MECHANICAL, INC.	BOILER REPAIRS M	CK	8582.00
32469	GLENWOOD FEED/IND. SUPPLY	SHIPPING-SAMPLES TO LAB	CK	114.34
32472	Verizon Wireless	TELEPHONE/COMMUNICATIONS	CK	20.02
32473	Century Link	PHONE	CK	135.88
32474	WESTERN IOWA NETWORK	INTERNET/PHONE	CK	458.76
32481	CINTAS	First aid cabinet and supplies	CK	716.03
32482	Dollar General	SUPPLIES	CK	20.45
32483	GLENWOOD FEED/IND. SUPPLY	Shipping supplies to lab	CK	30.05
32484	HOLT GAS COMPANY INC.	Propane	CK	10676.61
32485	MICROBAC LABORATORIES INC	Lab analysis	CK	1441.50
32486	STOUDER PLUMBING	Camera sewer main S Linn St	CK	340.00

32487	VISA	Office supplies and training class	CK	601.27
32489	AUTO VALUE	OIL & SUPPLIES	CK	86.18
32490	BLACK HILLS ENERGY	NATURAL GAS	CK	46.40
32491	EAGLE ENGINEERING GROUP LLC	ENGINEERING FEES-SHARP ST	CK	2101.38
32492	GLENWOOD FEED/IND. SUPPLY	SHIPPING-SAMPLES TO LAB	CK	30.05
32494	O'REILLY AUTO PARTS	BATTERY-TRUCK #6	CK	53.04
32495	Aetna Behavioral Health, LLC	JAN-MAR 2025 EAP PREMIUM	CK	4.38
32497	MIDWEST LABORATORIES INC.	LAB ANALYSIS	CK	65.11
8800719	DEPT OF THE TREASURY	FICA/MED	WT	919.54
8800720	TREASURER - STATE OF IOWA	State W/H	WT	224.65
8800721	IPERS	IPERS	WT	1059.40
8800723	DEPT OF THE TREASURY	FICA/MED	WT	649.56
8800725	TREASURER - STATE OF IOWA	SALES Tax	WT	1237.19
8800726	BP AMOCO	FUEL	WT	333.28
8800727	DEPT OF THE TREASURY	FICA/MED	WT	813.18
Sewer Fund Total				\$118,260.92

Receipts this month: \$280,440.64.

Pony Creek Homeowner Association 1 water extension- Engineer Zimmerer continues to collaborate 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, Meggison, Davis

Nays: None

Motion Carried

Northwest Infrastructure expansion (Arbor Hills)- There were invoices in the amount of \$13,794.86 submitted to Jim Hughes for payment for the Arbor Hills project.

Sharp St. Water main replacement-

Motion by Stouder, seconded by Davis to approve payment #3 to Wright Sewer & Water in the amount of \$30,548.75.

Upon the roll the vote was:

Ayes: Stouder, Meggison, Davis

Nays: None

Motion Carried

Motion by Davis, seconded by Stouder to approve payment #4 to Wright Sewer & Water in the amount of \$9,244.25.

Upon the roll the vote was:

Ayes: Stouder, Meggison, Davis

Nays: None

Motion Carried

Motion by Stouder, seconded by Davis to approve Change Order #1 resulting in an increase of \$912.93.

Upon the roll the vote was:

Ayes: Stouder, Meggison, Davis

Nays: None

Motion Carried

EDA grant application- No update.

Financial planning for Sewer Treatment plant- Engineer Zimmerer let the board know that SEH would present funding research at the April or May Board meeting.

Glenhaven Sewer- Engineer Zimmerer is putting together a report cost proposal to present to the Glenwood Redevelopment Corporation outlining what is required to keep Glen Haven with water and sewer.

Employee updates- none

Superintendent/secretary updates- Executive Secretary Ensley updated the board on the FEMA project close out. We received an email from Michelle at Iowa Homeland Security stating “We just received your Large Project Closeout Voucher from FEMA, you should be receiving your remaining State and Federal share shortly. I would say it would be within the next two weeks.”

Motion by Stouder, seconded by Davis to approve updates to the Employee Handbook (pages 18 &19).

Upon the roll the vote was:

Ayes: Stouder, Meggison, Davis

Nays: None

Motion Carried

Motion by Davis, seconded by Stouder to approve Resolution # 726-25. 2025 Salaries.

Upon the roll the vote was:

Ayes: Stouder, Meggison, Davis

Nays: None

Motion Carried

City of Glenwood Mayor/representative- City Administrator Mitch Kolf was present to introduce himself to the board.

City of PJ – None

Motion by Stouder seconded by Davis to adjourn the meeting at 9:00 A.M.

Upon the roll the vote was:

Ayes: Stouder, Meggison, Davis

Nays: None

Motion Carried

Doug Meggison, Chairman
Glenwood Municipal Utilities
Board of Trustees

ATTEST:

Wendy Ensley- Executive Secretary