



**IMU Board of Trustees of the
Electric, Water and Communications Utilities
November 9, 2015
City Hall Council Chambers
5:30 p.m.**

Agenda

1. Call to Order
2. Roll Call
3. Public Comments
4. Consent Agenda
 - A. Claims for November 2, 2015
 - B. Minutes for October 26 and November 2, 2015
5. Combined Electric, Water and Communications Utilities Informational Items
 - A. Quarterly Safety Report
6. Other Business
7. Adjourn

IMU Regular Downstairs

4. A.

Meeting Date: 11/09/2015

Information

Subject

Claims for November 2, 2015

Information

The list of claims for November 2, 2015 are attached.

Financial Impact

N/A

Staff Recommendation

Simple motion is in order.

Attachments

APPROVAL OF CLAIMS 11-02-15

IMU Regular Downstairs

4. B.

Meeting Date: 11/09/2015

Information

Subject

Minutes for October 26 and November 2, 2015

Information

The minutes for October 26 and November 2, 2015 are attached.

Financial Impact

N/A

Staff Recommendation

Simple motion is in order.

Attachments

IMU 151026 Minutes

IMU 151102 Minutes

BOARD OF TRUSTEE MINUTES
REGULAR SESSION – OCTOBER 26, 2015

The Board of Trustees met in regular session at 5:30 p.m. on October 26, 2015 in the City Hall Council Chambers. Co-Chairperson Deb White called the meeting to order and on roll call the following members were present: Heather Hulen, Jim McClymond, Mike Rozga and Deb White. Absent: Adam Voigts.

The consent agenda consisting of the following was approved on a motion by McClymond and seconded by Hulen. Question was called for and on voice vote Co-Chair White declared the motion carried unanimously.

October 19, 2015 claims

October 12 and 19, 2015 minutes

Salary adjustment for the Office Manager to \$38,127/year effective November 1, 2015-the employee is relieved of the marketing duties as described in the August 25, 2014 memo/board packet

September 2015 Treasurer's Report and budget variance reports

Electric Utility Board Action Items

A public hearing was held to consider a rate increase in electric service. Joani Kinsey, 401 N. 8th, and a gentleman spoke against the increase, asked why there is a 30 year contract with Municipal Energy Agency of Nebraska (MEAN) and requested the Board to continue to review the MEAN Contract for ways of opting out of the contract. There were no written objections.

Board member Voigts arrived at the meeting.

It was moved by Rozga and seconded by McClymond to adopt Resolution No. 162 increasing electric rates effective December 1, 2015 and December 1, 2016. On roll call the vote was, AYES: McClymond, Voigts, Hulen, White and Rozga. NAYS: None. Whereupon Co-Chair White declared the motion carried unanimously and the following resolution duly adopted.

RESOLUTION NO. 162
OF INDIANOLA MUNICIPAL UTILITIES
BOARD OF TRUSTEES
INCREASING ELECTRIC RATES

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

The in-kind donation request from Calamar Development in an amount of \$11,800 for installation of 118 individual meters at an independent senior living facility in Summercrest Hills development area was discussed. McClymond moved to deny this request. Hulen seconded the motion. Question was called for and on voice vote Co-Chair White declared the motion carried unanimously.

Greg Johansen, Johansen & Ohnemus – 2929 Westown Parkway, West Des Moines, Iowa, spoke in favor of their request for an in-kind donation of \$16,081.77 to upgrade the electric service at 113 E.

Salem. A motion was made by Voigts and seconded by McClymond to deny this request. Question was called for and on voice vote Co-Chair White declared the motion carried unanimously.

Mike Bowlin, Park Superintendent, requested labor and equipment be donated to upgrade the electric system at the Pickard Park campground. McClymond moved to approve this request. Voigts seconded the motion. Question was called for and on voice vote Co-Chair White declared the motion carried unanimously.

A motion was made by Hulen and seconded by McClymond to approve the 2013 Hwy 92 Distribution Relocation Certificate of Substantial Completion. Question was called for and on voice vote Co-Chair White declared the motion carried unanimously.

Electric Utility Board Informational Items – Interim Electric Superintendent Mike Metcalf updated the Board on the posting of the Apprentice and Journeyman Lineman's positions.

Water Utility Board Informational Items – Water Superintendent Lou Elbert updated the Board on the Simpson water tower painting.

Other Business – The Board will be holding the General Manager interviews on November 11, 2015 at 8:30 a.m., 10:30 a.m. and 12:30 p.m. A meeting will also be held the week of November 2, 2015 with Troy DeJoode of IAMU.

Communications Utility Board Action Items

Kyle Hollifield of Magellan Advisors presented their proposal to conduct a fiber-to-the-premise (FTTP) feasibility Study in an amount not to exceed \$49,800. It was the consensus of the Board to authorize staff to obtain additional references/facts about Magellan Advisors, receive information regarding other firms including their operation and pricing. This information will be discussed at the November 9, 2015 IMU Board of Trustee meeting.

Communications Utility Board Information Items – no items to report.

Meeting adjourned on a motion by Rozga and seconded by Voigts.

Deb White, Co-Chair

Diana Bowlin, City Clerk

BOARD OF TRUSTEE MINUTES
SPECIAL SESSION – NOVEMBER 2, 2015

The Board of Trustees met in special session at 5:00 p.m. on November 2, 2015 in the City Hall Conference Room. Co-Chairperson Deb White called the meeting to order and on roll call the following members were present: Heather Hulen, Jim McClymond, Mike Rozga (via phone), Adam Voigts and Deb White.

Combined Electric, Water and Communications Utilities Action Items

The Board conducted a work session pertaining to the General Manager's hiring process with Troy DeJoode, IAMU.

Meeting adjourned on a motion by Hulen and seconded by McClymond.

Deb White, Co-Chair

Diana Bowlin, City Clerk

IMU Regular Downstairs

5. A.

Meeting Date: 11/09/2015

Information

Subject

Quarterly Safety Report

Information

Mike Metcalf will present the 2015 3rd Quarter safety report.

Financial Impact

N/A

Staff Recommendation

Attachments

2015 July Sept Electric and Water

2015 July Sept Network Services

QUARTERLY SAFETY REPORT

Water and Electric

July 1, 2015 To September 30, 2015

Water Department:

Safety trainings held.	0
Safety training attendance.	N/A
Safety committee meetings held.	3
Safety committee attendance.	100%
Unsafe working conditions reported.	0
Tailgate meetings held.	3
Work zones setup.	0
Lockout/Tagouts performed.	0
Confined spaces entered.	0
Excavations entered.	0
Accidents reported.	0
Accidents investigated.	0
2015 Incident Rate	0.00

Electric Department:

Safety trainings held.	2
Safety training attendance.	81%
Safety committee meetings held.	3
Safety committee attendance.	100%
Unsafe working conditions reported.	0
Tailgate meetings held.	2
Work zones setup.	0
Lockout/Tagouts performed.	0
Confined spaces entered.	0
Excavations entered.	0
Accidents reported.	3
Accidents investigated.	3
2015 Incident Rate	6.08

Near misses and/or accidents.

None

Supervisor comments

Employees are being verbally recognized for working safely.

Tailgate Meeting Topics

- Chainsaw Safety
- Extension Cord Safety
- Drugs in the Workplace

Near misses and/or accidents.

None

Supervisor comments

Employees are being verbally recognized for working safely.

Tailgate Meeting Topics

- Vehicle Backing
- Working with Apprentices

Days Since Last OSHA Recordable
Accident – 588

Days Since Last OSHA Recordable
Accident - 214

QUARTERLY SAFETY REPORT

Network Services / Metering July 1, 2015 To September 30, 2015

Network Services Department:

Safety trainings held.	0
Safety training attendance.	N/A
Safety committee meetings held.	3
Safety committee attendance.	100%
Unsafe working conditions reported.	0
Tailgate meetings held.	3
Work zones setup.	0
Lockout/Tagouts performed.	0
Confined spaces entered.	0
Excavations entered.	0
Accidents reported.	2
Accidents investigated.	2
2015 Incident Rate	86.15

Near misses and/or accidents.

Employee was stung by a wasp. OSHA
Recordable

Employee backed into a parked vehicle.

Supervisor comments

Employees are being verbally recognized for
working safely.

Tailgate Meeting Topics

- Broken Meter Sockets
- Wasp Stings
- Backing Vehicles

Days Since Last OSHA Recordable Accident – 63