IMU BOARD OF TRUSTEES OF THE ELECTRIC, WATER AND COMMUNICATIONS UTILITIES

April 25, 2022
5:30 PM
City Hall Council Chambers
110 N 1st Street
Minutes

The Indianola Municipal Utilities Board of Trustees met in regular session at 5:30 p.m. on April 25, 2022, in the City Hall Council Chambers. Chairperson Lori Smith called the meeting to order and on roll call the following members were present: Deb White, Lesley Forbush (via Zoom due to the pandemic), Lori Smith, Mike Rozga, and Adam Voigts. Absent: None.

No public comments were offered.

White moved to approve the consent agenda and Voigts seconded it. Question was called for and on voice vote the Chairperson declared the motion carried unanimously. The consent agenda was as follows:

- Approval of Claims
- Approval of Minutes of the prior board meeting

General Manager Chris Des Planques provided the Trustees with a financial analysis of purchasing bore machines versus contracting out the project. Doing the work in-house, including hiring one staff member, provides significant savings. Electric Superintendent Mike Metcalf reviewed the quotes for the equipment and recommended purchasing from Vermeer.

Rozga moved to approve Resolution 2022-025 authorizing the purchase of two directional bore machines, trailers, and mixing systems for the Electric Department. Voigts seconded it. On roll call, the vote was AYES: White, Forbush, Smith, Rozga, Voigts. NAYS: None.
Whereas the Chairperson declared the motion carried unanimously.

Metcalf stated the capital improvement budget for FY23 includes turbine 8 controls replacement. The project will begin in July and includes the purchase of one piece of equipment.

Voigts moved to approve Resolution 2022-026 approving a proposal from P&E Engineering Company for the Turbine 8 control replacement project and White seconded it. On roll call, the vote was AYES: White, Forbush, Smith, Rozga, Voigts. NAYS: None. Whereas the Chairperson declared the motion carried unanimously.

Metcalf reported that the voltage on the solar panel project had been changed; bids on the project will be posted soon.

White moved to approve the authorization for Warren Water District to serve a customer within their territory upon proper notice to IMU since the customer is within 2 miles of the IMU territory, located at 12244 140th Avenue. Rozga seconded it. Question was called for and on voice vote the Chairperson declared the motion carried unanimously.

Water Superintendent Lou Elbert explained the City pays for the water used to fill the pool and when the season is over, a reimbursement check is given for up to 1.5 million gallons. Doug Bylund, Parks and Recreation Director for the City of Indianola, stated usage was higher last year due to dry, hot weather, irrigation, and a leak in the gutter in the shallow depth entry.
Repairs have been completed to fix that issue. Elbert said the maximum refund amount for this year would be $9,375.

Voigts moved to approve a water waiver request from the Memorial Building Commission for water consumption and White seconded it. Question was called for and on voice vote the Chairperson declared the motion carried unanimously.

Elbert reported the last water tap had been completed on Phase 2 of the Streetscape Project and the West Boston Project began April 25, after being delayed due to weather.

Kurt Ripperger reported there has been good progress on installing the temporary drops. The Telecommunications staff is also working on other installations.

Des Planques stated job descriptions are being updated to formerly add tasks that the director and superintendent have been taking on.

Board Member Forbush left the meeting at 6:11 PM.

White moved to approve the Finance/HR Director job description and Rozga seconded it. Question was called for and on voice vote the Chairperson declared the motion carried unanimously.

Rozga moved to approve the Telecommunications Superintendent job description and White seconded it. Question was called for and on voice vote the Chairperson declared the motion carried unanimously.

Des Planques explained the salaries are being adjusted due to a change in job descriptions and as a market adjustment. Chris Longer's salary is retroactive to when the payroll conversion began in September 2021. Voigts moved to approve Resolution 2022-027 approving salaries and White seconded it. On roll call, the vote was AYES: White, Smith, Rozga, Voigts. NAYS: None. ABSENT: Forbush. Whereas the Chairperson declared the motion carried unanimously.

Des Planques suggested using a risk-based approach to determine the amount of reserves needed in the health insurance fund. The Trustees suggested that staff should come up with a formula for the policy in order to find the dollar amount. Council Member Ron Dalby stated that the new city manager needs to be included in any policy change discussions. Clerk Jackie Raffety reviewed the direction provided to staff at the joint meeting. The Trustees directed IMU staff to work with the city staff, after the city manager begins, to develop a formula to determine reserve levels.

White moved to approve Resolution 2022-028 approving health insurance benefits for the employees of Indianola Municipal Utilities. Rozga seconded it. In discussion, Voigts stated to make sure that the extra HSA contribution is funded by the reserve amount. On roll call, the vote was AYES: White, Smith, Rozga, Voigts. NAYS: None. ABSENT: Forbush. Whereas the Chairperson declared the motion carried unanimously.

Des Planques and Smith informed the Board they had interviewed Brick Gentry and Dickinson, Mackaman, Tyler and Hagen PC on legal services they could provide to IMU. They recommended the firm of Dickinson, Mackaman, Tyler and Hagen PC. The Trustees directed staff to develop an engagement agreement with the recommended firm for consideration at the next meeting.

Ripperger provided three options on camera systems. The Trustees directed staff to research a 4K option for the Board to review.

White moved to enter into closed session at 6:55 PM in accordance with Iowa Code Section 388.9(1) to discuss marketing and pricing strategies and proprietary information of the telecommunications division whose competitive position will be harmed by public disclosure that is not required of potential or actual competitors and no public purpose is served by such disclosure. Rozga seconded it. On roll call, the vote was White, Smith, Rozga, Voigts: None. NAYS: None. ABSENT: Forbush. Whereas the Chairperson declared the motion carried unanimously.

Voigts moved to exit the closed session at 7:09 PM and Rozga seconded it. On roll call, the vote was White, Smith, Rozga, Voigts: None. NAYS: None. ABSENT: Forbush. Whereas the Chairperson declared the motion carried unanimously.

The meeting was adjourned at 7:09 PM on a motion by Rozga and seconded by Voigts. Question was called for and on voice vote the Chairperson declared the motion carried unanimously.

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Lori Smith, Chairperson

ATTEST:

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Jackie Raffety, City Clerk