INDIANOLA MUNICIPAL UTILITIES

IMU

Electric • Communications • Water

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

January 27, 2025
5:30 PM
IMU Boardroom
Agenda

1. **Call to Order**
2. **Roll Call**
3. **Public Comment**
4. **Consent Agenda**
   - A. Approval of Claims
   - B. Approval of Minutes of the prior meetings
   - C. Resolution Setting Public Hearing for FY25-26 Budget
   - D. Resolution approving Pay App #12 Turbine 8 Controls Replacement Project
   - E. Resolution Approving Pay App #13 Turbine 8 Controls Replacement Project
5. **Electric Utility Action Items**
   - A. Resolution Authorizing Real Estate Purchase
6. **Electric Utility Informational Items**
7. **Water Utility Informational Items**
8. **Communications Utility Action Items**
   - A. Resolution to approve changing the Tier I Technical Support Specialist position from Part Time status to Full Time status
9. **Communications Utility Informational Items**
10. **Combined Electric, Water and Communications Informational Items**
11. **Other Business**
12. **Adjourn**

INDIANOLA MUNICIPAL UTILITIES

Electric • Communications • Water

MEMORANDUM

To: IMU Board of Trustees of the Electric, Water and Communications Utilities

From:

Date: January 27, 2025

Subject: Approval of Claims

Recommendation:

Attachments: 1. 012825 AP Check Preview

AP Check Preview

Date Range: All Dates

Indianola Municipal Utilities

Wednesday, January 22, 2025
2:24:28 PM

Vendor Due Date	Notes	Terms	Bill Total	Discount	Interest	Amount Due	Payment	Invoice Number	Bill Number	Payment Type
Account To Be Paid From	**0000-10120-999**									
3E - Electrical Engineering & Equipment Co - VEND-1114 - Check										
1/18/2025	Turbine Radiator Fan Motor	Net 30	2,539.06	0.00	15.00	2,539.06	2,539.06	317948-00	BL-15224	Check
						2,539.06	**2,539.06**			
Absolute Repair LLC - VEND-1448 - Check										
2/8/2025	Unit 34 Repairs	Net 30	2,405.17	0.00	15.00	2,405.17	2,405.17	AR-30975	BL-15225	Check
						2,405.17	**2,405.17**			
ACCO UNLIMITED CORP. - VEND-2810 - Check										
12/31/2024	ACCO Liquid Chlorinating Solution	Open Terms	2,658.36	0.00	0.00	2,658.36	2,658.36	0248599-IN	BL-15226	Check
						2,658.36	**2,658.36**			
Ashley Clark - VEND-1141 - BL-15217										
1/9/2025	Credit Refund	Net 30	29.01	0.00	0.00	29.01	29.01	00022649-9	BL-15217	Check
						29.01	**29.01**			
Atcher Service Towing - VEND-1450 - Check										
2/6/2025	Unit 7 Tow	Net 30	264.83	0.00	15.00	264.83	264.83	1.7.25 Inv	BL-15237	Check
						264.83	**264.83**			
Avesis Third Party Administrators Inc - VEND-1108 - EFT File										
1/31/2025	0125 Vision	Net 30	470.63	0.00	15.00	470.63	470.63	3153045	BL-15228	EFT File
						470.63	**470.63**			
Ben Schulte Construction - VEND-1141 - BL-15218										
1/9/2025	Credit Refund	Net 30	450.08	0.00	0.00	450.08	450.08	00001913-6	BL-15218	Check
						450.08	**450.08**			
Border States Industries Inc - VEND-1070 - EFT File										
2/7/2025	Cable Cutters	Net 30	439.73	0.00	15.00	439.73	439.73	929669474	BL-15229	EFT File
2/15/2025	High Voltage Ratchets for Apprentices	Net 30	238.96	0.00	15.00	238.96	238.96	929713257	BL-15277	EFT File
						678.69	**678.69**			
Calix Inc - VEND-1028 - EFT File										
2/6/2025	0125 Calix Service Cloud	Net 30	3,028.64	0.00	15.00	3,028.64	3,028.64	7035465	BL-15230	EFT File
2/6/2025	0125 Calix Operations Cloud	Net 30	2,678.03	0.00	15.00	2,678.03	2,678.03	7035464	BL-15231	EFT File

Vendor Due Date	Notes	Terms	Bill Total	Discount	Interest	Amount Due	Payment	Invoice Number	Bill Number	Payment Type
						5,706.67	**5,706.67**			
Casual Rags - VEND-1006 - EFT File										
2/9/2025	FR Shirt Embroidery	Net 30	513.60	0.00	15.00	513.60	513.60	240519	BL-15278	EFT File
						513.60	**513.60**			
CDW Government - VEND-1029 - EFT File										
2/9/2025	CSC Laptops	Net 30	2,905.38	0.00	15.00	2,905.38	2,905.38	AB85V1R	BL-15233	EFT File
						2,905.38	**2,905.38**			
Cedar Falls Utilities - VEND-1045 - Check										
2/4/2025	1224 Transit & Transport	Net 30	9,275.00	0.00	15.00	9,275.00	9,275.00	Dec 24	BL-15232	Check
2/12/2025	Shared IPTV Costs June - Dec 2024	Net 30	41,124.72	0.00	15.00	41,124.72	41,124.72	93976	BL-15238	Check
						50,399.72	**50,399.72**			
Consortia Consulting - VEND-1009 - EFT File										
2/20/2025	1224 Consulting	Net 30	1,200.00	0.00	15.00	1,200.00	1,200.00	26948	BL-15279	EFT File
						1,200.00	**1,200.00**			
CORE & MAIN - VEND-102636 - Check										
12/31/2024	Lab Supplies	Open Terms	584.91	0.00	0.00	584.91	584.91	INV0012709	BL-15234	Check
						584.91	**584.91**			
DICKINSON LAW - VEND-101709 - Check										
1/8/2025	1224 Legal Services	Open Terms	1,272.00	0.00	0.00	1,272.00	1,272.00	1161990	BL-15240	Check
						1,272.00	**1,272.00**			
DOWNEY TIRE PROS - VEND-11879 - EFT File										
1/17/2025	Tires - 2020 Ford - Fiber	Open Terms	850.05	0.00	0.00	850.05	850.05	14683	BL-15241	EFT File
1/18/2025	Tires - 2018 Dodge - Fiber	Open Terms	681.70	0.00	0.00	681.70	681.70	14819	BL-15239	EFT File
						1,531.75	**1,531.75**			
Dust Pros Janitorial - VEND-1011 - EFT File										
2/14/2025	0125 Cleaning - Fiber	Net 30	856.00	0.00	15.00	856.00	856.00	3229	BL-15242	EFT File
2/14/2025	Cleaning Supplies - Fiber	Net 30	88.28	0.00	15.00	88.28	88.28	3230	BL-15243	EFT File
2/14/2025	Cleaning Supplies - Util Svcs	Net 30	39.59	0.00	15.00	39.59	39.59	3232	BL-15244	EFT File
2/14/2025	0125 Cleaning - Util Svcs	Net 30	749.00	0.00	15.00	749.00	749.00	3231	BL-15245	EFT File
2/14/2025	0125 Cleaning - EL	Net 30	856.00	0.00	15.00	856.00	856.00	3227	BL-15280	EFT File
2/14/2025	Cleaning Supplies - EL	Net 30	194.74	0.00	15.00	194.74	194.74	3228	BL-15281	EFT File

AP Check Preview

Date Range: All Dates

Indianola Municipal Utilities

Wednesday, January 22, 2025 2:24:28 PM

Vendor / Due Date	Notes	Terms	Bill Total	Discount	Interest	Amount Due	Payment	Invoice Number	Bill Number	Payment Type
						2,783.61	**2,783.61**			
Gayle Bittner - VEND-1141 - BL-15216										
1/9/2025	Credit Refund	Net 30	23.10	0.00	0.00	23.10	23.10	00038488-7	BL-15216	Check
						23.10	**23.10**			
Gradient9 - VEND-1392 - EFT File										
2/20/2025	0125 Monthly Newsletter/Website	Net 30	2,310.00	0.00	15.00	2,310.00	2,310.00	INV-5218	BL-15256	EFT File
						2,310.00	**2,310.00**			
Infomax Office Systems Inc - VEND-1013 - Check										
2/12/2025	0125 Copier Contract	Net 30	730.21	0.00	15.00	730.21	730.21	38312799	BL-15282	Check
						730.21	**730.21**			
Internal Revenue Service - VEND-1307 - Online Payments										
2/16/2025	941 Income Tax Payable - 011725 Payroll	Net 30	31,036.33	0.00	15.00	31,036.33	31,036.33	011725 Payroll	BL-15283	Online Payments
						31,036.33	**31,036.33**			
Iowa Department Of Human Services - VEND-1310 - Online Payments										
2/16/2025	Garnishment Payable - 011725 Payroll	Net 30	723.23	0.00	15.00	723.23	723.23	011725 Payroll	BL-15284	Online Payments
						723.23	**723.23**			
Iowa Department Of Revenue - VEND-1117 - Online Payments										
2/16/2025	IA Income Tax Payable - 011725 Payroll	Net 30	3,501.06	0.00	15.00	3,501.06	3,501.06	011725 Payroll	BL-15285	Online Payments
						3,501.06	**3,501.06**			
Mark Schroeder - VEND-1141 - BL-15215										
1/9/2025	Credit Refund	Net 30	14.82	0.00	0.00	14.82	14.82	00019835-8	BL-15215	Check
						14.82	**14.82**			
MCMASTER-CARR SUPPLY CO - VEND-34108 - EFT File										
1/14/2025	Turbine 8 Parts	Open Terms	139.34	0.00	0.00	139.34	139.34	38999979	BL-15286	EFT File
						139.34	**139.34**			
MH EQUIPMENT - VEND-103149 - Check										
11/22/2024	Large Forklift Service	Open Terms	582.26	0.00	0.00	582.26	582.26	S21026782-1	BL-15287	Check
						582.26	**582.26**			
Microbac Laboratories Inc - VEND-1421 - EFT File										

Vendor Due Date	Notes	Terms	Bill Total	Discount	Interest	Amount Due	Payment	Invoice Number	Bill Number	Payment Type
2/19/2025	Nitrogen	Net 30	39.50	0.00	15.00	39.50	39.50	NT2500460	BL-15247	EFT File
						39.50	**39.50**			
Mid American Energy Co - VEND-1018 - EFT File										
2/13/2025	Electric - 11634 R63 Hwy, W Substation	Net 30	10.00	0.00	15.00	10.00	10.00	562189679	BL-15288	EFT File
						10.00	**10.00**			
Midwest Alarm Services - VEND-1116 - EFT File										
2/7/2025	Annual Turbine Fire Suppression Inspections	Net 30	1,857.48	0.00	15.00	1,857.48	1,857.48	484129	BL-15289	EFT File
2/7/2025	Annual Fire Monitoring Services - Bldg A	Net 30	673.71	0.00	15.00	673.71	673.71	484130	BL-15290	EFT File
2/7/2025	Annual Fire Monitoring Services - Bldg B	Net 30	540.69	0.00	15.00	540.69	540.69	484131	BL-15291	EFT File
						3,071.88	**3,071.88**			
Mission Square - VEND-1303 - Online Payments										
2/16/2025	457 Payable - 011725 Payroll	Net 30	6,684.46	0.00	15.00	6,684.46	6,684.46	011725 Payroll	BL-15292	Online Payments
						6,684.46	**6,684.46**			
MSC - VEND-1250 - Check										
2/7/2025	Nitrile Gloves	Net 30	70.08	0.00	15.00	70.08	70.08	61952619	BL-15293	Check
						70.08	**70.08**			
MUNICIPAL ENERGY AGENCY OF NEBRASKA - VEND-35805 - EFT File										
1/30/2025	Purchased Power - Dec 24	Net 30	737,420.14	0.00	15.00	737,420.14	737,420.14	307657	BL-15246	EFT File
						737,420.14	**737,420.14**			
MUNICIPAL SUPPLY INC - VEND-35810 - Check										
1/8/2025	8x12 repair clamp	Open Terms	242.54	0.00	0.00	242.54	242.54	0931326-IN	BL-15251	Check
1/16/2025	Fittings for Ploymer Pump	Open Terms	9.12	0.00	0.00	9.12	9.12	0931771-IN	BL-15252	Check
1/17/2025	(2) 4" hymax and 8x12 repair clamp	Open Terms	952.39	0.00	0.00	952.39	952.39	0931813-IN	BL-15250	Check
						1,204.05	**1,204.05**			
Mutual Of Omaha - VEND-1107 - Check										
1/31/2025	0125 Premiums	Net 30	6,293.68	0.00	15.00	6,293.68	6,293.68	1815387086	BL-15253	Check
						6,293.68	**6,293.68**			
National Cable Television Cooperative, Inc. - VEND-1095 - EFT File										
2/13/2025	MOCA ADAPTER	Net 30	1,862.70	0.00	15.00	1,862.70	1,862.70	SI91885	BL-15254	EFT File
						1,862.70	**1,862.70**			

Vendor Due Date	Notes	Terms	Bill Total	Discount	Interest	Amount Due	Payment	Invoice Number	Bill Number	Payment Type
Peru Quarry, Inc - VEND-1447 - Check										
2/2/2025	Square Project - Clean Rock	Net 30	429.50	0.00	15.00	429.50	429.50	9876	BL-15258	Check
						429.50	**429.50**			
PETROTECH INC - VEND-102689 - EFT File										
1/1/2025	Turbine 8 Controls Project - Pay App 12	Open Terms	35,429.30	0.00	0.00	35,429.30	35,429.30	009065	BL-15294	EFT File
1/21/2025	Turbine 8 Controls Project - Pay App 13	Open Terms	10,792.95	0.00	0.00	10,792.95	10,792.95	009086	BL-15295	EFT File
						46,222.25	**46,222.25**			
PIERCE BROTHERS REPAIR - VEND-42410 - Check										
1/8/2025	Turbine 8 - Stack Maint Cut Torch Gases	Open Terms	597.69	0.00	0.00	597.69	597.69	Dec 24	BL-15262	Check
1/9/2025	Water Shut Off Tool	Open Terms	56.00	0.00	0.00	56.00	56.00	Dec 24	BL-15260	Check
						653.69	**653.69**			
RESCO - VEND-47234 - Check										
1/7/2025	High Voltage Cable Prep Tools	Open Terms	1,037.69	0.00	0.00	1,037.69	1,037.69	3058702	BL-15297	Check
1/10/2025	3-Phase Transformer Basement	Open Terms	5,912.26	0.00	0.00	5,912.26	5,912.26	3059074	BL-15296	Check
						6,949.95	**6,949.95**			
SKARSHAUG TESTING LABORATORY INC - VEND-50410 - EFT File										
1/7/2025	Annual PPE Testing	Open Terms	2,529.61	0.00	0.00	2,529.61	2,529.61	282914	BL-15264	EFT File
						2,529.61	**2,529.61**			
STATE HYGIENIC LABORATORY - VEND-23245 - EFT File										
1/1/2025	Testing	Open Terms	217.50	0.00	0.00	217.50	217.50	292903	BL-15265	EFT File
						217.50	**217.50**			
Terry-Durin Co - VEND-1038 - EFT File										
2/6/2025	Pulling Lube	Net 30	139.10	0.00	15.00	139.10	139.10	177563-00	BL-15267	EFT File
2/13/2025	Pulling Lube	Net 30	139.10	0.00	15.00	139.10	139.10	177988-00	BL-15298	EFT File
2/13/2025	Pull Tape	Net 30	317.79	0.00	15.00	317.79	317.79	178130-00	BL-15299	EFT File
						595.99	**595.99**			
Tifco Industries - VEND-1296 - EFT File										
2/5/2025	Hardware Supplies - Shop	Net 30	120.60	0.00	15.00	120.60	120.60	72049800	BL-15300	EFT File
						120.60	**120.60**			
TIM HILDRETH COMPANY - VEND-21751 - Check										

Vendor Due Date	Notes	Terms	Bill Total	Discount	Interest	Amount Due	Payment	Invoice Number	Bill Number	Payment Type
1/11/2025	Boiler Repair	Open Terms	1,114.53	0.00	0.00	1,114.53	1,114.53	32237	BL-15301	Check
						1,114.53	**1,114.53**			
TRINITY CONSULTANTS INC - VEND-102443 - Check										
1/1/2025	Title V Emissions Consulting	Open Terms	798.75	0.00	0.00	798.75	798.75	1475935	BL-15268	Check
						798.75	**798.75**			
Truck Center Companies - Des Moines - VEND-1410 - Check										
2/6/2025	Truck Parts	Net 30	256.66	0.00	15.00	256.66	256.66	XA301419968:01	BL-15269	Check
2/12/2025	Unit 31 Parts	Net 30	186.81	0.00	15.00	186.81	186.81	XA301421048:02	BL-15302	Check
2/13/2025	Unit 31 Parts	Net 30	79.67	0.00	15.00	79.67	79.67	XA301421310:01	BL-15303	Check
						523.14	**523.14**			
VAN WERT INC - VEND-101069 - EFT File										
1/7/2025	2" meter 15" LL	Open Terms	1,428.45	0.00	0.00	1,428.45	1,428.45	82071	BL-15270	EFT File
						1,428.45	**1,428.45**			
Warren County Engineer - VEND-1102 - Check										
2/5/2025	1224 Fuel Distribution	Net 30	2,318.49	0.00	15.00	2,318.49	2,318.49	Dec 24	BL-15271	Check
						2,318.49	**2,318.49**			
Waste Management - VEND-1086 - Check										
2/5/2025	4 yd Dumpster Service - Recyle - 0125	Net 30	89.93	0.00	15.00	89.93	89.93	7503156-0516-2	BL-15272	Check
2/5/2025	2 yd Dumpster Serv - 0125	Net 30	152.75	0.00	15.00	152.75	152.75	7503153-0516-9	BL-15273	Check
						242.68	**242.68**			
WESCO - VEND-60220 - EFT File										
1/8/2025	Wire Conductor Brushes	Open Terms	94.05	0.00	0.00	94.05	94.05	330695	BL-15276	EFT File
1/9/2025	Photo Controls	Open Terms	310.84	0.00	0.00	310.84	310.84	331976	BL-15275	EFT File
1/16/2025	FIBER LOCATE PAINT	Open Terms	139.19	0.00	0.00	139.19	139.19	340872	BL-15304	EFT File
1/16/2025	1/0 and 4/0 Primary Cable	Open Terms	49,807.98	0.00	0.00	49,807.98	49,807.98	340752	BL-15305	EFT File
1/17/2025	2" PVC U-Guard	Open Terms	148.43	0.00	0.00	148.43	148.43	342221	BL-15306	EFT File
						50,500.49	**50,500.49**			

Vendor Due Date	Notes	Terms	Bill Total	Discount	Interest	Amount Due	Payment	Invoice Number	Bill Number	Payment Type

Total Payment Count:	**50**	Totals:	**$986,755.93**	**$986,755.93**
Total Check Count:	**24**	Check Totals:	**$82,552.07**	**$82,552.07**
Total EFT File Count:	**22**	EFT File Totals:	**$862,258.78**	**$862,258.78**
Total Online Payments Count:	**4**	Online Payments Totals:	**$41,945.08**	**$41,945.08**
Total Bank Draft Count:	**0**	Bank Draft Totals:	**$0.00**	**$0.00**
Total No Check Count:	**0**	No Check Totals:	**$0.00**	**$0.00**

INDIANOLA MUNICIPAL UTILITIES

IMU

Electric • Communications • Water

MEMORANDUM

To: IMU Board of Trustees of the Electric, Water and Communications Utilities

From:

Date: January 27, 2025

Subject: Approval of Minutes of the prior meetings

Recommendation:

Attachments: 1. Minutes 1-13-2025

IMU BOARD OF TRUSTEES OF THE ELECTRIC, WATER AND COMMUNICATIONS UTILITIES
January 13, 2025 5:30 PM IMU Boardroom Minutes

The IMU Board of Trustees met in regular session at 5:30pm on January 13, 2025 in the IMU Conference Room. Board Chair Dom Selgrade called the meeting to order and on roll call the following members were present: Dom Selgrade, Mike Rozga, Adam Voigts, Deb White, and Lori Smith. Absent: None.

There was no Public Comment

White moved to approve the **Consent Agenda** Smith seconded it. On roll call, the vote was AYES: Rozga, Selgrade, Smith, Voigts, White. NAYS: None. Whereas the motion carried unanimously. The consent agenda was as follows:

Approval of Claims

Approval of Minutes of the prior meetings

Resolution 2025-001 *Approving Pay App #1 for the Downtown Underground Conversion Project West Alley Premise Wiring*

Resolution 2025-002 *Approving Modification to Proposal from P&E Engineering Company for Turbine 8 Controls Replacement Project*

November 2024 Financial Report: Presented by Doug Shull- report was “normal” and as expected

Electric Utility Informational Items

Rozga expressed Appreciation to P&E Engineering and Electric Superintendent Mike Metcalf concurred and pledged to pass along the thanks. Metcalf then shared that the emissions testing for Turbine 8 in mid-December went well, running at 24 megawatts for the duration of the 8 hour test-the highest speed the turbine has ever operated. Electric crews are working on maintenance and indoor projects, including vehicle repair following the annual vehicle inspections.

Water Utility Informational Items

Water Superintendent Justin Brand reported that water crews are working on tank and pump maintenance, and that they have already repaired 2 water main breaks this year (compared with 11 in 2024)

Communications Utility Informational Items

Communications Superintendent Kurt Ripperger shared that their department is back to full staff and busy with installations with after the holidays, running ABR TV test, multi-gig speed tests, and regulatory filings for the new year. Service requests continue for the rural expansion areas.

Combined Electric, Water and Communications Action Items

Presentation and Discussion of the IMU Classification & Compensation and Benefits Study by Rachel King of MGT (formerly GovHR*). IMU will continue to analyze the data presented and will coordinate with the city to share the information gathered and plans to implement changes based on the study.*

Rozga moved to approve **Resolution 2025-003** Approving the Bylaws for the Safety Committee, Smith seconded it. On roll call, the vote was AYES: Rozga, Selgrade, Smith, Voigts, White. NAYS: None. Whereas the motion carried unanimously. *In discussion General Manager Chris DesPlanques explained that this is a formalizing and updating the shared committee structure, and the city has a similar resolution for approval at their next council meeting.*

Discussion and direction Regarding the Fiscal Year 2026 Operations and Management Budge*t; DesPlanques and Finance Director Chris Longer presented the draft budget and discussed the next steps in the budget process.*

Combined Electric, Water and Communications Informational Items

DesPlanques informed the board that he would be attending the MEAN budget meetings on Jan 22&23. Staff is busy with 2025 regulatory paperwork submissions, and will continue to finalize budget items with department heads.

Other Business

Voigts moved to approve **Resolution 2025-004** Requesting Waiving Ordinance for 1702 for 2025, Smith seconded it. On roll call, the vote was AYES: Rozga, Selgrade, Smith, Voigts, White. NAYS: None. Whereas the motion carried unanimously.

The meeting was **adjourned** at 6:34 on a motion by Rozga and seconded by Voigts. On roll call, the vote was AYES: Rozga, Selgrade, Smith, Voigts, White. NAYS: None. Whereas the motion carried unanimously.

INDIANOLA MUNICIPAL UTILITIES

Electric • Communications • Water

MEMORANDUM

To: IMU Board of Trustees of the Electric, Water and Communications Utilities

From:

Date: January 27, 2025

Subject: Resolution Setting Public Hearing for FY25-26 Budget

Recommendation:

Attachments: 1. Resolution- Setting Public Hearing for 2026 Budget

Indianola Municipal Utilities
RESOLUTION NO. 2025

RESOLUTION SETTING TIME AND PLACE FOR A PUBLIC HEARING OF THE INDIANOLA MUNICIPAL UTILITIES BUDGET FOR FISCAL YEAR 2026

WHEREAS, the Indianola Municipal Utilities is required to hold a public hearing concerning
IMU's budget for fiscal year July 1, 2025 through June 30, 2026.

NOW, THEREFORE, BE IT RESOLVED BY THE IMU BOARD OF TRUSTEES OF INDIANOLA, IOWA,
that a public hearing will be held February 24, 2025 beginning at 5:30 p.m. in the IMU Conference Room, 210 W 2nd Ave, concerning the IMU's budget for fiscal year 2025/2026, and the Board Secretary is directed to publish notice of said meeting in the Indianola Record Herald and Tribune.
PASSED AND APPROVED this 27th day of January 2025.

____
Dom Selgrade, Chairperson

ATTEST:

____
Monica Thompson, Board Secretary

INDIANOLA MUNICIPAL UTILITIES

Electric • Communications • Water

MEMORANDUM

To: IMU Board of Trustees of the Electric, Water and Communications Utilities

From:

Date: January 27, 2025

Subject: Resolution approving Pay App #12 Turbine 8 Controls Replacement Project

Recommendation:

Attachments:
1. Turbine 8 Controls - Payment Recommendation #12
2. Res 2025- Petrotech Turbine 8 Pay App #12

Petrotech, Inc.

Rotating Machinery Controls

INVOICE

Invoice Number	**009065**
Invoice Date	December 31, 2024
PO Number	**Turbine 8**
Contract	22--0101
Project	22-12-6-0-01
Bill Currency	U.S. Dollars
Page	1 of 1

INVOICE TO:

Accounts Payable
Indianola Municipal Utilities
210 W. 2nd Ave
Indianola, IA 50125

FOR ELECTRONIC PAYMENT:
Bank name: WHITNEY BANK
Beneficiary: PETROTECH, INC.
ABA Routing No.: 065400153
Account No.: 715061038
Swift Code: WHITUS44

TERMS: Due in 30 Days + 2% Per Month Thereafter

Project **Indianola Muni E Iowa substation power plant**

Indianola IA

Turbine 8 control replacement project
Task **commissioning**

Labor	**Hours**	**Rate**	**Ext.Amt**
CO006 - Second Emission Test	1.00	37,294.00	37,294.00
Retainer	-0.05	37,294.00	-1,864.70
		Subtotal : Labor	**35,429.30**

Invoice Total: $ 35,429.30 (USD)

	Value	Taxes (7%)	Sub-Total	% Complete	Invoice Value		Feb-23	Mar-23	Apr-23	May-23	J
Performance and Payment Bonds	$8,866.00		$8,866.00	100%	$8,866.00	100%	$ 8,866	$ -	$ -	$ -	
Project Management, Engineering, Drafting, and Programming // Task 1A, 1B, 1C, 1D, 1E, 1F, 1G, 1H	$208,002.00		$208,002.00	100%	$208,002.00	25%	$ 52,001	$ -	$ -	$ -	15%
Controls Upgrade Materials //Task 01	$153,133.00	$10,719.00	$163,852.00	100%	$153,133.00		$ -	$ -	$ -	$ -	
Panel Fabrication Labor //Task 01	$17,000.00		$17,000.00	100%	$17,000.00		$ -	$ -	$ -	$ -	
Panel Testing and FAT //Task 1D	$19,778.00		$19,778.00	100%	$19,778.00		$ -	$ -	$ -	$ -	
Field Installation Materials // Task 02	$9,178.00	$642.00	$9,820.00	100%	$9,178.00		$ -	$ -	$ -	$ -	
Field Installation Labor and Expenses // Task 03	$93,686.00		$93,686.00	100%	$93,686.00		$ -	$ -	$ -	$ -	
Field Commissioning Labor and Expenses (Including Emissions Testing) // Task 04	$68,547.00		$68,547.00	100%	$68,547.00		$ -	$ -	$ -	$ -	
Training // Task 08	$10,363.00		$10,363.00	100%	$10,363.00		$ -	$ -	$ -	$ -	
CO-003 Diesel Engine Temperature and Pressure Signals // Task 1C	$1,524.00		$1,524.00	100%	$1,524.00		$ -	$ -	$ -	$ -	
CO-004 VITEC Velocity Transd. // Task 01, 1C, 1E, 1F	$15,221.00		$15,221.00	100%	$15,221.00		$ -	$ -	$ -	$ -	
CO-005 Frequency Repeters	$3,967.00		$3,967.00	100%	$3,967.00		$ -	$ -	$ -	$ -	
CO-006 Second Emission Test	$37,298.00			100%	$37,298.00		$ -	$ -	$ -	$ -	
CO-007 Vibration Equipment Troubleshooting	$8,618.00		$8,618.00	100%	$8,618.00		$ -	$ -	$ -	$ -	
Total Contract	**$655,181.00**	**$11,361.00**	**$629,244.00**	**100%**	**$655,181.00**		$ 60,867	$ -	$ -	$ -	$
Petrotech											
retainer (5%)					$ (32,759)		$ (3,043)	$ -	$ -	$ -	$
Invoice value					$ 655,181		$ 57,823	$ -	$ -	$ -	$
IMU							Inv. #7909				Inv.

Work Progress & Invoicing

un-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	
$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	
$ 31,200	15% $ 31,200	15% $ 31,200	$ -	$ -	10% $ 20,800	$ -	$ -	$ -	10% $ 20,800	10% $ 20,800	$ -	$ -	
$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	95% $145,476	5% $ 7,657	$ -	$ -	
$ -	$ -	20% $ 3,400	$ -	$ -	$ -	$ -	$ -	60% $ 10,200	20% $ 3,400	$ -	$ -	$ -	
$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	20% $ 3,956	80% $ 15,822	$ -	$ -	$ -	
$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	100% $ 9,178	$ -	$ -	$ -	
$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	100% $ 93,686	$ -	$ -	
$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	60% $ 41,128	
$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	
$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	100% $ 1,524	$ -	$ -	
$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	80% $ 12,177	$ -	$ -	
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31,200	$ 31,200	$ 34,600	$ -	$ -	$ 20,800	$ -	$ -	$ 14,156	$ 194,677	$ 135,844	$ -	$ 41,128	$
(1,560)	$ (1,560)	$ (1,730)	$ -	$ -	$ (1,040)	$ -	$ -	$ (708)	$ (9,734)	$ (6,792)	$ -	$ (2,056)	$
29,640	$ 29,640	$ 32,870	$ -	$ -	$ 19,760	$ -	$ -	$ 13,448	$ 184,943	$129,051	$ -	$ 39,072	
#7919A	Inv. #8093	Inv. #8155			Inv. #8346			Inv. #8539	Inv. #8540	Inv. #8627		Inv. #8761	

Jul-24		Aug-24	Sep-24		Oct-24		Nov-24	Dec-24
$ -		$ -	$ -		$ -		$ -	$ -
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$ -		$ -	$ -		$ -		$ -	$ -
$ -	25%	$ 17,137	$ -	15%	$ 10,282		$ -	$ -
$ -	100%	$ 10,363	$ -		$ -		$ -	$ -
$ -		$ -	$ -		$ -		$ -	$ -
$ -	20%	$ 3,044	$ -		$ -		$ -	$ -
$ -	100%	$ 3,967	$ -		$ -		$ -	$ -
$ -		$ -	$ -		$ -	100%	$ 37,298	$ -
$ -		$ -	$ -	100%	$ 8,618		$ -	$ -
-		$ 34,511	$ -		$ 18,900		$ 37,298	$ -
-		$ (1,726)	$ -		$ (945)		$ (1,865)	$ -
$ -		$ 32,785	$ -		$ 17,955		$ 35,433	$ -
		Inv. #8825			Inv. #8940		Inv. #9065	

P&E ENGINEERING CO.
POWER SYSTEMS ANALYSIS AND DESIGN

Richard D. Kline, P.E. Timothy G. Ernst, P.E.
Jared A. Kline, P.E. Mark C. Reisinger, P.E.

500 SW 7th Street, Suite 100, Des Moines, IA 50309
p. 515-989-3083 pe@peengr.com

RECOMMENDATION FOR PAYMENT

Owner:	Indianola Municipal Utilities
Contractor:	Petrotech, Inc.
Project:	Turbine 8 Control Replacement
P&E Project No.	9900
Date of Application	12/31/2024
Application No.	12
Invoice No.	009065

Contract Amount		$599,914.00
Change Order Adjustments	$	66,628.00
Current Value of Contract	$	666,542.00
Estimated Percentage of Completion		98.3%
Estimated Value of Completed Work	$	655,181.00
Less 5% Retainage	$	32,759.05
Total Amount Due Contractor	$	622,421.95
Less Previously Approved Applications	$	586,988.83
Amount Available with this Application	$	35,433.12
Amount Requested with this Application	**$**	**35,429.30**
(Payable to Petrotech, Inc.)		
Payment Remaining on Contract	$	44,123.87

The status of the work as reported by Petrotech is shown on the attached sheets. I recommend the above amounts for payment, based on the status of the work, and the terms of the Contract.

Jared Kline

Jared Kline, P.E.
P & E Engineering Co.

Indianola Municipal Utilities

RESOLUTION NO 2025-

RESOLUTION APPROVING PAYMENT APPLICATION 12
FOR TURBINE 8 CONTROL REPLACEMENT PROJECT

WHEREAS, the Board of Trustees of the Indianola Municipal Utilities has deemed it necessary to replace the Turbine 8 Control in the Electric Department; and

WHEREAS, on December 12, 2022, the Board passed and approved Resolution 2022-058 “Making Award of Construction Contract for the Turbine 8 Control Replacement Project”; and

WHEREAS, the contract was awarded to Petrotech Inc. in the amount of $599,914.00; and

WHEREAS, through change orders, the contract total has been adjusted to $666,542.00; and

WHEREAS, on December 31, 2024, Petrotech submitted a recommendation for payment #12 for said contract in the amount of $35,429.30.

NOW, THEREFORE, BE IT RESOLVED by the Indianola Municipal Board of Trustees that:

1. The payment to Petrotech Inc. in the amount of $35,429.30 is hereby approved; and
2. The IMU staff is authorized and directed to execute the payment application on behalf of the IMU Board of Trustees.

Passed and approved this 27th day of January, 2025.

____
Dom Selgrade, Chairperson

ATTEST:

____
Monica Thompson, Board Secretary

4.E.

MEMORANDUM

To: IMU Board of Trustees of the Electric, Water and Communications Utilities

From:

Date: January 27, 2025

Subject: Resolution Approving Pay App #13 Turbine 8 Controls Replacement Project

Recommendation:

Attachments:
1. Turbine 8 Controls - Payment Recommendation #13
2. Res 2025- Petrotech Turbine 8 Pay App #13

Petrotech, Inc.

Rotating Machinery Controls

INVOICE

Invoice Number	**009086**
Invoice Date	January 20, 2025
PO Number	**Turbine 8**
Contract	22--0101
Project	22-12-6-0-01
Bill Currency	U.S. Dollars
Page	1 of 1

INVOICE TO:

Accounts Payable
Indianola Municipal Utilities
210 W. 2nd Ave
Indianola, IA 50125

FOR ELECTRONIC PAYMENT:
Bank name: WHITNEY BANK
Beneficiary: PETROTECH, INC.
ABA Routing No.: 065400153
Account No.: 715061038
Swift Code: WHITUS44

TERMS: Due in 30 Days + 2% Per Month Thereafter

Project **Indianola Muni E Iowa substation power plant**

Indianola IA

Turbine 8 control replacement project

Task **control panel**

5% Retainage Tax on Task 01- Controls upgrade Materials (Inv 8540 & 8627)	-535.95
Tax on Task 01- Controls upgrade Materials (Inv 8540 & 8627)	10,719.00

Task **end elements**

5% Retainage - Tax on Task 02- Field installation Materials (Inv 8540)	-32.10
Tax on Task 02- Field installation Materials (Inv 8540)	642.00

Invoice Total: $ 10,792.95 (USD)

P&E ENGINEERING CO.
POWER SYSTEMS ANALYSIS AND DESIGN

Richard D. Kline, P.E. | Timothy G. Ernst, P.E.
Jared A. Kline, P.E. | Mark C. Reisinger, P.E.

500 SW 7th Street, Suite 100, Des Moines, IA 50309
p. 515-989-3083 pe@peengr.com

RECOMMENDATION FOR PAYMENT

Owner:	Indianola Municipal Utilities
Contractor:	Petrotech, Inc.
Project:	Turbine 8 Control Replacement
P&E Project No.	9900
Date of Application	1/20/2025
Application No.	13
Invoice No.	009086

Contract Amount		$599,914.00
Change Order Adjustments	$	66,628.00
Current Value of Contract	$	666,542.00
Estimated Percentage of Completion		100.0%
Estimated Value of Completed Work	$	666,542.00
Less 5% Retainage	$	33,327.10
Total Amount Due Contractor	$	633,214.90
Less Previously Approved Applications	$	622,418.13
Amount Available with this Application	$	10,796.77
Amount Requested with this Application	**$**	**10,792.95**
(Payable to Petrotech, Inc.)		
Payment Remaining on Contract	$	33,330.92

The status of the work as reported by Petrotech is shown on the attached sheets. I recommend the above amounts for payment, based on the status of the work, and the terms of the Contract.

Jared Kline

Jared Kline, P.E.
P & E Engineering Co.

RESOLUTION NO 2025-

**RESOLUTION APPROVING PAYMENT APPLICATION 13
FOR TURBINE 8 CONTROL REPLACEMENT PROJECT**

WHEREAS, the Board of Trustees of the Indianola Municipal Utilities has deemed it necessary to replace the Turbine 8 Control in the Electric Department; and

WHEREAS, on December 12, 2022, the Board passed and approved Resolution 2022-058 “Making Award of Construction Contract for the Turbine 8 Control Replacement Project”; and

WHEREAS, the contract was awarded to Petrotech Inc. in the amount of $599,914.00; and

WHEREAS, through change orders, the contract total has been adjusted to $666,542.00; and

WHEREAS, on January 20, 2025, Petrotech submitted a recommendation for payment #13 for said contract in the amount of $10,793.95.

NOW, THEREFORE, BE IT RESOLVED by the Indianola Municipal Board of Trustees that:

1. The payment to Petrotech Inc. in the amount of $10,793.95is hereby approved; and
2. The IMU staff is authorized and directed to execute the payment application on behalf of the IMU Board of Trustees.

Passed and approved this 27th day of January 2025.

____
Dom Selgrade, Chairperson

ATTEST:

____
Monica Thompson, Board Secretary

INDIANOLA MUNICIPAL UTILITIES

IMU

Electric • Communications • Water

MEMORANDUM

To: IMU Board of Trustees of the Electric, Water and Communications Utilities

From:

Date: January 27, 2025

Subject: Resolution Authorizing Real Estate Purchase

Recommendation:

Attachments: 1. 2025.01.XX Resolutio Approving Purchase

Indianola Municipal Utilities

RESOLUTION NO 2025-______

RESOLUTION AUTHORIZING REAL ESTATE PURCHASE

Whereas, the Indianola Municipal Utilities ("IMU") owns certain real estate in Indianola for the purpose of providing utility services in Indianola.

Whereas, a parcel of property known locally as 1301 N 14th Street, Indianola Iowa, legally described as "Ind Industrial Park E 338.72' Lot 1 & Lot 2" (the "Acquisition Real Estate") is adjacent to existing IMU real estate and facilities.

Whereas, IMU anticipates that with continued growth in Indianola that IMU will someday need to expand the existing facilities into the Acquisition Real Estate.

Whereas, the current owner of the Acquisition Real Estate, Herschel Parts Propco, Inc. ("Seller") has entered into a purchase agreement to sell the Acquisition Real Estate to IMU for the amount of $464,919.00 with a proposed closing date of April 1, 2025.

Now, therefore, be it resolved, by the Board of Trustees of the Indianola Municipal Utilities ("Board") that:

1. The General Manager of IMU is authorized to execute the purchase agreement to acquire the Acquisition Real Estate for the price of $464,919.00, and any action taken consistent with this authorization is hereby ratified.
2. The General Manager shall work with such professional advisers, including accountants, attorneys, and real estate agents, to finalize and close on the purchase of the Acquisition Real Estate and to ensure that the IMU obtains clear title as determined by the General Manager with the advice of legal counsel.

____
Dom Selgrade, Chairperson

I, the undersigned Secretary of the Board of Trustees of the Indianola Municipal Utilities do hereby attest that the Board Chairperson, Dom Selgrade, who is personally known to me, did execute the foregoing resolution, which was previously duly adopted by the Board of Trustees of the Indianola Municipal Utilities.

____
Monica Thompson, Board Secretary

INDIANOLA MUNICIPAL UTILITIES
IMU
Electric • Communications • Water

MEMORANDUM

To: IMU Board of Trustees of the Electric, Water and Communications Utilities

From:

Date: January 27, 2025

Subject: Resolution to approve changing the Tier I Technical Support Specialist position from Part Time status to Full Time status

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Recommendation:

Attachments:
1. Tier I Technical Support Specialist _012025
2. Resolution to Approve changing the Tier I Technical Support Specialist position from Part Time status to Full Time status

INDIANOLA MUNICIPAL UTILITIES

IMU

Electric • Communications • Water

JOB DESCRIPTION

POSITION:	**TIER I TECHNICAL SUPPORT SPECIALIST**	**CIVIL SERVICE:**	**NO**
DEPARTMENT:	**COMMUNICATIONS**	**FLSA STATUS:**	**NON EXEMPT**
REPORTS TO:	**COMMUNICATIONS SUPERINTENDENT**	**PAY GRADE:**	**CE 1**

SUMMARY:
Under limited direction performs technical support work for both internal and external clients. Work requires coordination and implementation of assigned and special projects, independent judgement and the ability to quickly and efficiently troubleshoot and resolve technical problems. Provides Tier 1 technical product support.

SUPERVISES:
N/A

EQUIPMENT USED:
Computer, Office Equipment, Various Electronic Devices, and Vehicles

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ESSENTIAL DUTIES AND RESPONSIBILITIES:
The following duties are normal for this position. These are not to be construed as exclusive or all inclusive. Other duties may be required and assigned.

General:

- Responds, investigates, and solves Tier 1 customer support calls and service tickets.
- Troubleshoots and tests the performance of equipment.
- Assists in maintaining the Utility social media sites.
- Participates in rotating after hours on-call duty.
- Works with the Communications Superintendent, Network Engineers and Tier 2 Support Specialist to coordinate and schedule both internal and external projects.
- Schedules, dispatches and assigns technicians for trouble tickets.
- Assures that all work performed meets IMU’s standards for accuracy, quality, efficiency and timeliness.
- Establishes and maintains an effective working relationship with customers, contractors, employees and public officials.
- Assures that IMU’s mission, goals and objectives are fully supported and accomplished.
- Attends workshops and training seminars to maintain knowledge of various communications products, services, materials, procedures and equipment used in the performance of duties.
- Maintains equipment logs, generates and files required communication documents and reports.
- Follows OSHA procedures to assure the protection of co-workers and the public.

Required:

- Prior support experience that shows a progressive ability to adapt to changing technologies.
- Ability to plan, establish, and adjust working procedures and methods.
- Creative problem solving to resolve day-to-day issues.
- Ability to use electronic devices such as laptops, PCs, handhelds, cell phones, etc.
- Ability to work outside normal business hours.

Preferred:

- Two years' IT support work at Tier 1 level.
- Familiarity with Calix products
- Familiarity with utility billing systems such as Innovative eLation.

MINIMUM QUALIFICATIONS:

- High school graduation or equivalent, and any combination of experience and training which provides the required knowledge, skills and abilities.
- Valid Iowa driver's license and good driving record.
- Ability to keep records, to assemble and organize data, and to prepare reports from such records.
- Ability to work independently and handle technical information.
- Capability to communicate with IMU customers and staff, in an easily understood manner, the variety and scope of communications products, services, and equipment available.
- Ability to prepare various reports which require the use of independent judgment.
- Subject to a post-offer drug and alcohol screening and background check.

ENVIRONMENTAL CONDITIONS:

The work typically is performed in an IMU office, or Communications Hut environment. The worker is not substantially exposed to adverse environmental conditions.

PHYSICAL REQUIREMENTS:

- Sitting, climbing, stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, lifting, driving finger dexterity, grasping, feeling, talking and hearing.
- Sitting 80 percent of the time.
- Standing and/or walking approximately 20 percent of the time.
- Requires the exertion of up to 10 pounds of force continuously.
- Up to 50 pounds of force infrequently to lift or otherwise move objects.

VISION REQUIREMENTS:

The minimum standard for use with those whose work deals largely with computer terminals, reading, test equipment, and reports.

EQUAL OPPORTUNITY EMPLOYER:
Indianola Municipal Utilities is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, IMU will provide reasonable accommodations to qualified individuals and encourages prospective employees and incumbents to discuss potential accommodations with the employer.

Indianola Municipal Utilities reserves the right to change this job description at any time.

EMPLOYEE ACKNOWLEDGEMENT:

I acknowledge receiving a copy of my job description. I understand the requirements, essential functions and duties of my position. I understand that should I have any questions regarding my position, I should ask my supervisor or human resources.

____
Print Name

____ ____________________________
Signature Date

Indianola Municipal Utilities

RESOLUTION NO. 2025-

RESOLUTION TO APPROVE CHANGING THE TIER I TECHNICAL SUPPORT SPECIALIST POSISTION FROM PART TIME TO FULL TIME STATUS

WHEREAS, the Indianola Municipal Utilities Communication Department have re-evaluated staffing needs due to increased demands on current staff; and

WHEREAS, the department recommends that the Tier I Technical Support Specialist be changed to a Full Time position to continue to perform the same duties as the part time position but will also be put in the weekly after hours on call rotation; and

WHEREAS, the change in status has been planned in both the FY25 and FY26 budgets. Financial impacts will be approximately $10,500 in FY25 and $30,770 in FY26 when compared to leaving the position as a part time position; and

WHEREAS, this position will be included in the budget in subsequent fiscal years.

NOW THEREFORE, BE IT RESOLVED, by the IMU Board of Trustees, the change is hereby approved and staff is authorized and directed to update the position in accordance IMU policies and contracts.

Passed and approved this 27th day of January, 2025.

____

Dom Selgrade, Chairperson

ATTEST:

____

Monica Thompson, Board Secretary