INDIANOLA MUNICIPAL UTILITIES

IMU

Electric • Communications • Water

IMU Board of Trustees of the
Electric, Water and Communications Utilities
September 9, 2019
City Hall Council Chambers
5:30 p.m.

Agenda

1. Call to Order

2. Roll Call

3. Public Comments

4. Consent Agenda

    A. September 3, 2019 Claims

    B. August 26, 2019 Minutes

5. Electric Utility Action Items

    A. Annual IMPACT Community Action Program Vendor Agreement

6. Electric Utility Informational Items

    A. Discussion and direction regarding the Electric Rate Review

7. Water Utility Action Items

    A. Consider request from the YMCA for an in-kind support

8. Water Utility Informational Items

9. Communications Utility Informational Items

10. Combined Electric, Water and Communications Utilities Informational Items

11. Other Business

A. Enter into closed session in accordance with Iowa Code Section 21.5(1)(i) to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session

12. Adjourn

IMU Regular Downstairs **4.A.**
Meeting Date: 09/09/2019

Information

Subject
September 3, 2019 Claims

Information

Fiscal Impact

Attachments

Claims
eLation Claims

Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount
WATER OPERATING FUND				
ACCO UNLIMITED CORP.	600-8110-65010	LIQUID CHLORINE	08/06/2019	1,385.68
DES MOINES REGISTER MEDIA	600-8190-64020	BT MIN-06	07/31/2019	27.19
DES MOINES REGISTER MEDIA	600-8190-64020	BT MIN-07	07/31/2019	39.90
DES MOINES REGISTER MEDIA	600-8190-64020	BT MIN-05	07/31/2019	151.15
DUST PROS JANITORIAL	600-8120-65070	AUGUST SCRUB AND BUFF	08/09/2019	180.00
DUST PROS JANITORIAL	600-8120-65070	JANITORIAL SUPPLIES	08/22/2019	122.50
HACH COMPANY	600-8120-63410	DR 900 COLORIMETER	07/10/2019	1,507.10
HACH COMPANY	600-8120-63410	CREDIT	08/08/2019	1,436.00-
IOWA SECTION AWWA	600-8110-62100	2020 DUES	08/26/2019	238.00
MCCOY HARDWARE INC	600-8120-63410	SUPPLIES FOR POWER WASHER	08/09/2019	19.14
MIDWEST UNDERGROUND	600-8160-63320	FITTINGS, VACUUM HOSE	08/08/2019	513.80
MUNICIPAL ENERGY AGENCY	600-8110-63710	PURCHASED POWER - JULY 19 (WELL KWh)	08/13/2019	1,259.31
NAPA AUTO PARTS	600-8120-63410	HYD HOSE FITTINGS FOR PRESSURE WASHER	08/09/2019	8.99
NAPA AUTO PARTS	600-8160-63320	OIL FILTERS, AIR FILTERS, 5W30 OIL	08/20/2019	178.30
NAPA AUTO PARTS	600-8120-63410	SPARK PLUGS	08/22/2019	4.58
NORWALK READY-MIXED CON	600-8150-63453	N. 6TH & KY	08/02/2019	436.00
O'REILLY AUTO PARTS	600-8160-63320	PARTS FOR BACKHOE	07/20/2019	25.98
SHULL, DOUG	600-8190-64990	TREASURER CONTRACT	08/22/2019	15.84
STATE HYGENIC LABORATORY	600-8110-64990	BACTEE SAMPLES	07/31/2019	260.00
THEISEN'S	600-8150-65072	PARTS	08/07/2019	16.56
THEISEN'S	600-8150-65072	12 PK BATTERIES	08/22/2019	9.99
U.S. CELLULAR	600-8110-63730	CELL PHONES - 4	08/12/2019	176.33
VESSCO INC	600-8120-63410	BELT JOINT POLYFLEX	07/23/2019	106.08
WELLS FARGO CCER	600-8120-63410	AMAZON.COM MH8PM6W61Replacement UPS batteries for Water	07/19/2019	103.80
WELLS FARGO CCER	600-8120-63410	AMZN MKTP US MH5Q36880Replacement UPS batteries for Water	07/19/2019	111.98
WELLS FARGO CCER	600-8150-65072	PHILLIPS 66 - INDIANOLA 6gas for quickie saw	07/03/2019	3.34
Total WATER OPERATING FUND:				5,465.54
IMU ADMINISTRATION FUND				
MEYVN GROUP, THE	620-8091-64990	BUSINESS TRAINING	08/18/2019	1,000.00
WELLS FARGO CCER	620-8090-65070	PITNEY BOWES PIPrinter- Black Toner	07/04/2019	180.41
WELLS FARGO CCER	620-8090-63710	PSN INDIANOLA UTILITIESUtility Payment	07/10/2019	372.48
WELLS FARGO CCER	620-8091-65070	WM SUPERCENTER #1491Poster Frame Returned	07/04/2019	24.94
WELLS FARGO CCER	620-8091-65070	WAL-MART #1491Poster Frame	07/12/2019	24.94-
WELLS FARGO CCER	620-8091-64020	PUBLIC POWER JOBSAPPA GM Posting	07/19/2019	295.00
WELLS FARGO CCER	620-8090-65070	WAL-MART #1491Office supplies	07/24/2019	64.22
WELLS FARGO CCER	620-8090-65080	THE UPS STORE #6682Shipped hand held meter back to Vision. U	07/30/2019	14.77
Total IMU ADMINISTRATION FUND:				1,926.88
ELECTRIC OPERATING FUND				
AGRILAND FS INC	630-8225-65049	FUEL FOR TURBINES	08/01/2019	14,279.32
AGRILAND FS INC	630-8225-65049	FUEL FOR TURBINES	08/01/2019	14,271.50
AGRILAND FS INC	630-8225-65049	FUEL FOR TURBINES	08/01/2019	14,269.55
BOOZELL, RYAN	630-8250-61440	WELLNESS APRIL - JUNE	07/15/2019	45.00
CCP INDUSTRIES INC.	630-8220-64090	POLY TOWELS	08/16/2019	210.47
CROSSROADS MOBILE MAINTE	630-8260-63320	UNIT 6 REPAIRS	07/22/2019	2,685.64
DES MOINES REGISTER MEDIA	630-8190-64020	BT MIN-06	07/31/2019	103.03
DUST PROS JANITORIAL	630-8220-64090	MONTHLY CLEANING - AUGUST - ELECTRIC	08/20/2019	1,016.50
ELECTRONIC ENGINEERING C	630-8220-65072	RADIO REPAIR	08/13/2019	37.50
IOWA DEPT OF PUBLIC SAFETY	630-8220-63100	TANK REGISTRATION	08/01/2019	80.00
JV TRUCKING LLC	630-8250-65072	3/8" PEA GRAVEL	08/09/2019	644.82
MCMASTER-CARR SUPPLY CO	630-8220-63410	EXIT LIGHT BATTERIES	08/02/2019	21.35
MUNICIPAL ENERGY AGENCY	630-8230-63991	PURCHASED POWER - JULY 19 (NET ELECTRIC)	08/13/2019	870,648.44
MUNICIPAL ENERGY AGENCY	630-8230-63992	TRANSMISSION - JULY 19	08/13/2019	104,185.11
MUNICIPAL ENERGY AGENCY	630-8230-63990	WIND & LANDFILL GAS ATRIBUTES - JULY 19	08/13/2019	23,721.24

Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount
MUNICIPAL ENERGY AGENCY	630-8200-45629	20% 69KV 30.9 CREDIT/ADMIN FEE - JULY 19	08/13/2019	7,894.17-
SHULL, DOUG	630-8290-64990	TREASURER CONTRACT	08/22/2019	60.00
SKARSHAUG TESTING LABORA	630-8250-64200	PPE TESTING	08/07/2019	702.94
STANDARD & POOR'S FINANCI	630-8290-64990	ANNUAL SURVEILLANCE FOR SERIES 2017C	08/08/2019	2,500.00
SUMMIT DRILLING LLC	630-8250-64750	BORE	08/15/2019	1,787.50
U.S. CELLULAR	630-8240-63730	CELL PHONES - 9	08/12/2019	395.66
WELLS FARGO CCER	630-8220-65072	PP DOVENSPIKECWelding Table	07/04/2019	963.00
WELLS FARGO CCER	630-8260-63320	DOWNEY TIRE PROSflat repair unit 11	07/08/2019	23.45
WELLS FARGO CCER	630-8260-65072	NAPA PARTS 0000514air filters for vac	07/03/2019	100.56
WELLS FARGO CCER	630-8250-65072	OES GLOBAL INCSafety cone for Trucks	07/10/2019	1,185.19
WELLS FARGO CCER	630-8250-65072	THEISENS #21needed new pliers for tool bag	07/11/2019	34.23
WELLS FARGO CCER	630-8260-65072	WAL-MART #149112v supplies for Jetpack in truck # 32	07/15/2019	17.80
WELLS FARGO CCER	630-8250-65072	CASEYS GEN STORE 2769gas for unit 6 when we took it to williams	07/15/2019	47.53
WELLS FARGO CCER	630-8250-65072	THE UPS STORE #6682return meters	07/09/2019	51.46-
WELLS FARGO CCER	630-8250-65072	WM SUPERCENTER #1491water cooler for unit 31	07/17/2019	32.07
WELLS FARGO CCER	630-8260-65072	OREILLY AUTO #0337vehicle maintaince	07/17/2019	10.68
WELLS FARGO CCER	630-8260-63320	GREGS AUTOMOTIVEbrake work unit 11	07/18/2019	527.63
WELLS FARGO CCER	630-8260-63320	GREGS AUTOMOTIVErepairs on truck # 7	07/22/2019	529.63
WELLS FARGO CCER	630-8250-65072	CASEYS GEN STORE 1908Meal for crews during storm on 7/20/20	07/22/2019	79.45
WELLS FARGO CCER	630-8250-65072	THEISENS #21I purchased new shovel for our crew and fixed tailgat	07/16/2019	60.90
WELLS FARGO CCER	630-8250-65072	MCCOY TRUE VALUEBatteries for lineshop and bleach for wash ba	07/24/2019	24.15
WELLS FARGO CCER	630-8220-65072	MENARDS DES MOINES IAPlug for UPS backup	07/25/2019	12.83
WELLS FARGO CCER	630-8250-65072	THEISENS #21Wrench for truck # 29	07/19/2019	40.65
WELLS FARGO CCER	630-8220-65072	HOMEDEPOT.COMWire strippers for UPS backup	07/26/2019	21.39
WELLS FARGO CCER	630-8220-65072	MENARDS DES MOINES IAReturned plug for UPS backup	07/29/2019	12.83-
WELLS FARGO CCER	630-8290-65070	HY-VEE INDIANOLA 1271Memorial-Edwards	07/23/2019	47.39
WELLS FARGO CCER	630-8260-65072	OREILLY AUTO #0337vehicle tail/stop lights	07/24/2019	4.00
WELLS FARGO CCER	630-8220-65072	HOMEDEPOT.COMMolded plug for UPS backup	07/26/2019	34.97
WELLS FARGO CCER	630-8260-65072	THEISENS #21Jack for the rope trailer	07/26/2019	69.54
WELLS FARGO CCER	630-8250-65072	THE HOME DEPOT 2104Tools and Volt Meter - Unit 8	07/26/2019	301.49
WELLS FARGO CCER	630-8250-65072	WAL-MART #1491batteries for green, orange, and gray locators	07/29/2019	164.48
WELLS FARGO CCER	630-8260-63320	OREILLY AUTO #0337Mercon LV power steering fluid for Unit 7	07/30/2019	8.55
WELLS FARGO CCER	630-8220-65072	MCCOY TRUE VALUEKnife blades.	07/03/2019	14.97
WELLS FARGO CCER	630-8250-65072	MCCOY TRUE VALUEbattery for garage door opener	07/03/2019	4.27
WELLS FARGO CCER	630-8220-65072	DISCOUNT TWO WAY RADIOReplace batteries	07/04/2019	112.00
WESCO	630-8250-65072	RIBERGLASS BOT CUTTTERS - RACHET CUTTERS	08/12/2019	438.70
WESCO	630-8240-65500	FR JEANS	08/20/2019	59.92
Total ELECTRIC OPERATING FUND:				1,048,678.53
FIBER/COMMUNICATIONS FUND				
WELLS FARGO CCER	640-8550-63100	HOMEDEPOT.COMDewalt hedge trimmer	07/05/2019	127.33
WELLS FARGO CCER	640-8550-65050	DOWNEY TIRE PROSOil change for Escape	07/08/2019	39.56
WELLS FARGO CCER	640-8550-63320	TASCA FORDRear Tail Light for Escape	07/10/2019	65.71
WELLS FARGO CCER	640-8550-65072	AMZN MKTP US MH6YY5Q21Staples	07/11/2019	48.80
WELLS FARGO CCER	640-8550-65072	MCCOY TRUE VALUEScrews	07/11/2019	3.21
WELLS FARGO CCER	640-8550-65072	WAL-MART #14912 to 3 Prong Adapters and Ext Cords	07/11/2019	194.40
WELLS FARGO CCER	640-8550-65070	WM SUPERCENTER #1491Address Labels	07/16/2019	9.46
WELLS FARGO CCER	640-8550-65072	AMZN MKTP US MH11Q78O0RF Converters	07/18/2019	32.04
WELLS FARGO CCER	640-8550-65072	SEWELL DIRECTCoax Cable	07/11/2019	456.72
WELLS FARGO CCER	640-8550-65072	WM SUPERCENTER #1491Foam Board Ext Cords Spray Adhesive	07/23/2019	110.75
WELLS FARGO CCER	640-8550-65072	AMZN MKTP US MA02V4440Zip Ties	07/30/2019	58.86
WELLS FARGO CCER	640-8550-65072	THEISENS #21Tape and Cable Ties	07/26/2019	31.39
WELLS FARGO CCER	640-8550-63464	MCCOY TRUE VALUEextension cord for gfast	07/02/2019	24.60
WELLS FARGO CCER	640-8550-63732	ARINfee for obtaining AS number for multihomed connection to inter	07/31/2019	550.00
WELLS FARGO CCER	640-8550-65072	MCCOY TRUE VALUEScrews	07/29/2019	14.97
WELLS FARGO CCER	640-8590-64021	IN BURRIS COMPUTER FORMSDoor Hangers	07/30/2019	52.40
WELLS FARGO CCER	640-8550-65072	TOOL NUTDrill Bit	07/01/2019	24.60

Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount
WELLS FARGO CCER	640-8550-65072	WM SUPERCENTER #1491Kleenex and Ext Cords	07/01/2019	80.26
WELLS FARGO CCER	640-8550-65072	THEISENS #21Stud sensor and drill bit	07/01/2019	25.66
WELLS FARGO CCER	640-8550-64190	DNH GODADDY.COMAnnual Domain Fees	07/02/2019	145.19
WELLS FARGO CCER	640-8550-65072	THEISENS #21tape and saw blades for sawzall and 1 drill bit	07/02/2019	87.61
WELLS FARGO CCER	640-8550-67240	GOOGLE GSUITE_IMUFIBEG Suite Subscription	07/03/2019	203.52
Total FIBER/COMMUNICATIONS FUND:				2,387.04
ELECTRIC CAPITAL PROJECTS FUND				
BORDER STATES INDUSTRIES I	730-8200-67906	150 WATT HPS BULBS	08/20/2019	218.02
MUNICIPAL ENERGY AGENCY	730-8200-45629	80% 69 KV 30.9 CREDIT/ADMIN FEE - JULY 19	08/13/2019	31,576.68-
MUNICIPAL ENERGY AGENCY	730-8200-67906	ELECTRIC SOLAR METER	07/31/2019	155.18
WESCO	730-8200-67906	CREDIT MEMO	07/29/2019	487.92-
WESCO	730-8200-67906	PRIMARY FUSES	08/09/2019	86.04
WESCO	730-8200-67906	WIRE - CABLE PREP KITS - SPLIT BOLTS	08/13/2019	619.06
WESCO	730-8200-67906	ORANGE LOCATE PAINT - GROUND RODS	08/13/2019	572.88
WESCO	730-8200-67906	PRIMARY CABLE	08/14/2019	7,037.12
WESCO	730-8200-67906	600 AMP CONNECTOR	08/14/2019	487.92
WESCO	730-8200-67906	STANDOFF BRACKETS	08/16/2019	441.70
WESCO	730-8200-67906	RED LOCATE PAINT	08/19/2019	317.15
ZONES LLC	730-8200-67901	D-LINK WEB SMART DGS-1210-28 - SWITCH - 24 PORTS	08/08/2019	189.32
Total ELECTRIC CAPITAL PROJECTS FUND:				21,940.21-
Grand Totals:				1,036,517.78

Board of Trustees: ______________________________

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AP Check Preview

Date Range: All Dates

Indianola Municipal Utilities

Wednesday, August 28, 2019
5:30:39 PM

Vendor Due Date	Notes	Terms	Bill Total	Discount	Interest	Amount Due	Payment	Invoice Number	Bill Number
Account To Be Paid From	**0000-11101-999**								
Big Ten Network - VEND-1096									
5/15/2019	Monthly Subs	Net 30	389.62	0.00	15.00	389.62	389.62	P97997	BL-1906
6/14/2019	Monthly Subs	Net 30	471.30	0.00	15.00	471.30	471.30	Q13383	BL-1907
7/13/2019	Monthly Subs	Net 30	586.19	0.00	15.00	586.19	586.19	Q28091	BL-1908
						1,447.11	**1,447.11**		
City Of Indianola - VEND-1008 - BL-1901									
9/27/2019	0819 Payroll Expenses	Net 30	46,039.31	0.00	15.00	46,039.31	46,039.31	0819 Payroll Expenses	BL-1901
						46,039.31	**46,039.31**		
City Of Indianola - VEND-1008 - BL-1902									
9/27/2019	0819 Caselle Claims	Net 30	2,283.89	0.00	15.00	2,283.89	2,283.89	0819 Caselle Claims	BL-1902
						2,283.89	**2,283.89**		
National Cable Television Cooperative, Inc. - VEND-1095									
8/10/2019	Logo Conversion	Net 30	150.00	0.00	15.00	150.00	150.00	SI-622707	BL-1904
9/14/2019	August 2019	Net 30	20,963.89	0.00	15.00	20,963.89	20,963.89	August 2019	BL-1905
						21,113.89	**21,113.89**		
Professional Solutions Financial Services - VEND-1044									
9/27/2019	0819 On Line Pmnt Service	Net 30	1,286.64	0.00	15.00	1,286.64	1,286.64	0819 On Line Pmnt Service	BL-1903
						1,286.64	**1,286.64**		
		Check Count:	**5**		Totals:	**$72,170.84**	**$72,170.84**		

IMU Regular Downstairs **4.B.**
Meeting Date: 09/09/2019

Information

Subject
August 26, 2019 Minutes

Information

Fiscal Impact

Attachments

Minutes

BOARD OF TRUSTEE MINUTES
REGULAR SESSION – AUGUST 26, 2019

The Board of Trustees met in regular session at 5:30 p.m. on August 26, 2019, in the City Hall Council Chambers. Chairperson Mike Rozga called the meeting to order and on roll call the following members were present: Lesley Forbush, Jim McClymond, Mike Rozga, Deb White and Adam Voigts.

The consent agenda consisting of the following was approved on a motion by White and seconded by Forbush. Question was called for and on voice vote the Chairperson declared the motion carried unanimously.

Claims list for August 19, 2019

Minutes from August 12, 2019

May 2019 Treasurer and Financial Reports

Quarterly write offs to State Offset Program

Electric Utility Action Items – no items were presented

Electric Utility Informational Items – Michael Maloney, DA Davidson, presented the Electric Underground Conversion Financial Review. Mike Metcalf, Interim General Manager, updated the Board on the Electric Utility Informational Items.

Water Utility Action Items

Board Member McClymond introduced the following Resolution entitled "RESOLUTION ORDERING CONSTRUCTION OF CERTAIN PUBLIC IMPROVEMENTS (2019 Water Plant Vehicle Storage Building Project) AND FIXING A DATE FOR HEARING (September 23, 2019) AND TAKING OF BIDS (September 18, 2019)" and moved that it be adopted. Board Member Voigts seconded the motion to adopt. The roll was called, and the vote was, AYES: Voigts, Forbush, White, Rozga and McClymond. NAYS: None. Whereupon, the Chair declared the following resolution duly adopted:

RESOLUTION NO. 2019-318
RESOLUTION ORDERING CONSTRUCTION OF
CERTAIN PUBLIC IMPROVEMENTS (2019 Water Plant Vehicle Storage Building Project)
AND FIXING A DATE FOR HEARING (September 23, 2019)
AND TAKING OF BIDS (September 18, 2019)

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

Water Utility Informational Items – Lou Elbert, Water Superintendent, updated the Board on the Water Utility Informational Items.

Communication Utility Action Items – No items were presented.

Communications Utility Informational Items - Kurt Ripperger, Telecommunications Superintendent, reported on the Communications Utility Informational Items.

Combined Electric, Water and Communications Utilities Action Items - consideration of the Service Center Building – Backup Generator proposal was stricken from the agenda until additional information is gathered.

Combined Electric, Water and Communications Utilities Informational Items – No information was presented.

Other Business

White moved and McClymond seconded to enter into closed session 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 or potential or actual competitors and no public purpose is served by such disclosure, pursuant to Section 388.9(1) Code of Iowa. On roll call the vote was, AYES: Rozga, McClymond, Voigts. Forbush and White. NAYS: None. Whereupon the Chairperson declared the motion carried unanimously.

White moved to go out of closed session and McClymond seconded. On roll call the vote was, AYES: Rozga, McClymond, Voigts, Forbush and White. NAYS: None. Whereupon the Chairperson declared the motion carried unanimously.

It was moved by White and seconded by McClymond to enter into closed session in accordance with Iowa Code Section 21.5(1)(i) to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session. On roll call the vote was, AYES: Rozga, McClymond, Voigts, Forbush and White. NAYS: None. Whereupon the Chairperson declared the motion carried unanimously.

White moved to go out of closed session and McClymond seconded. On roll call the vote was, AYES: Rozga, McClymond, Voigts, Forbush and White. NAYS: None. Whereupon the Chairperson declared the motion carried unanimously.

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

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Mike Rozga, Chairperson Diana Bowlin, City Clerk

IMU Regular Downstairs **5.**

Meeting Date: 09/09/2019

Information

Subject

Electric Utility Action Items

Information

Fiscal Impact

Attachments

No file(s) attached.

IMU Regular Downstairs **5.A.**
Meeting Date: 09/09/2019

Information

Subject

Annual IMPACT Community Action Program Vendor Agreement

Information

Under the attached agreement, IMPACT serves as IMU's vendor for the Low-Income Home Energy Assistance Program (LIHEAP) for the coming year. This has been a long-standing arrangement that is beneficial in that IMPACT determines eligibility for federal assistance for IMU's electric customers without Utility Services Department's staff being tied up with eligibility and federal requirements. IMPACT serves residents in five counties and attains economies of scale throughout the process.

Simple motion approving this agreement, subject to the address, phone number and e-mail address being corrected, is in order.

Fiscal Impact

Attachments

Agreement

GENERAL VENDOR AGREEMENT
FFY 2020 LOW-INCOME HOME ENERGY ASSISTANCE PROGRAM

The following agreement is made between the local community action agency (local agency) administering the Low-Income Home Energy Assistance Program (LIHEAP) and:

Indianola Municipal
PO Box 299
Indianola, IA 50125
Phone: (515) 961-9410
cmosher@indianolaiowa.gov

IMPACT Community Action Partnership
3226 University Avenue
Des Moines, IA 50311
Phone: (515) 274-9665 Fax: (515) 274-9833
rwilson@impactcap.org

All provisions of this agreement are subject to the availability of federal funds, issued by the U.S. Department of Health & Human Services (HHS). All vendors shall abide by the following provisions for the current Low-Income Home Energy Assistance Program.

Agreement Duration
This agreement is effective when signed by the vendor and shall terminate on September 30, 2020. The termination of this agreement shall not discharge any obligation owed by either party to the other or to an eligible household if such obligation was incurred during the effective period of the agreement.

Vendor Notification of Eligible Households
The local agency will notify the vendor in writing of those households that have applied for Low-Income Home Energy Assistance. The local agency will notify the vendor on a weekly basis of those households that have been approved for either the Energy Assistance or Weatherization Assistance Programs.

Household Payments from LIHEAP
Eligible households on whose behalf payments are made are third-party beneficiaries under this agreement. Therefore, all payments accepted by the vendor made by the local agency on behalf of an approved household must be applied as credit to that household's current energy account. All LIHEAP credit balances must remain on the account until the LIHEAP benefit is exhausted.

Regular LIHEAP benefits received may not be used to pay for home energy costs incurred prior to the start of the LIHEAP application period in which payment was made, except when authorized by the local agency to be used in combination with crisis benefits to establish reconnection of a non-deliverable fuel.

If the eligible household resides in the vendor's customary service area, the vendor cannot refuse to provide fuel that is paid for by the regular LIHEAP benefit unless an unsafe condition would result or the tank is owned by another vendor. Exceptions to the requirement for delivery by a vendor may be approved by the local agency, in consultation with the vendor, for circumstances that make delivery impossible and/or impractical, such as inclement weather, lack of available product, or other extenuating circumstances documented by the vendor.

Any payment not accepted by the vendor must be returned to the local agency within 5 business days of its receipt. Any duplicate payment for a household or an account must be reported to the local agency within 5 business days.

The energy supplier will charge the approved household in its normal billing process the difference, if any, between the actual cost of the home energy and the amount of the payment made by the local agency.

Vendor Receipt of Payment
Within 30 calendar days of the vendor's receipt of payment, the vendor will provide to the local agency a receipt for the amount of payment received, the date of the receipt, and the household name, address, and account number for which payment was made.

Payments received by vendors for households participating in a budget billing or level-payment plan shall be applied to such level payment account in the full amount of the level payment bill, with any remaining assistance being applied toward future level payment bills until exhausted. A level payment amount shall not be adjusted nor shall a recipient be requested or required to withdraw from a level payment plan due to receipt of program assistance. Program assistance shall not be applied toward reducing any account balance in favor of the utility, which is in excess of accrued level payments.

New Customers with Vendor
Vendor may require a new customer to complete an account application, including a customer credit check, as a condition of delivery of propane paid for with LIHEAP funds. The results of a credit check cannot be the basis for refusal of delivery paid for by LIHEAP funds.

Minimum Delivery
The deliverable fuel vendors agree to accept the $500 minimum LIHEAP benefit for deliverable fuel customers as meeting their requirement for minimum delivery. The delivery must be made within 48 business hours after order by the agency or eligible household, with no additional charges.

Emergency Delivery
In the event of an emergency requiring delivery in less than 48 business hours, empty tank, etc., the vendors' customary charges will apply. Vendor agrees to accept local agency payment guarantees by phone, fax, or email for emergency fills of deliverable fuels and upon such notification make delivery.

Customer Payment Plan
Vendor should make an effort to offer LIHEAP customers a payment plan for any balance due on their account and consider continued provision of fuel to the LIHEAP customer who maintains their payment plan.

Extending Credit to LIHEAP Customer
This agreement does not require the vendor to extend credit to a LIHEAP customer and the vendor at its discretion may refuse delivery of additional fuel if the LIHEAP customer's benefit is exhausted or there is no other means for payment for the fuel.

Continuous Access to Home Heating
The local agency and vendor will collaborate and to the extent practicable attempt to ensure the customer has continuous access to home heating.

Payments from Households
The local agency and vendor will encourage regular monthly payments from households, including use of budget billing.

Price List
Incidental home energy costs such as charges for delivery, routine services, and reconnections may be paid with funds from this program. A price list of routine services that are normal and customary must be attached to this agreement (i.e., pressure check, safety / leak seek test, regulator replacement, after hour / same day / non-routine delivery, and other).

Unsupported Expenses
Expenses for diversion fees, security deposits or tank rental/leasing will not be paid with funds from this program.

Confidentiality
Information regarding applicants and beneficiaries under this program must remain confidential subject only to the limited release of information by the vendor to the local agency and the State of Iowa. The vendor agrees to keep confidential the names and all other information pertaining to the clients served, including financial status, lifestyles, and housing conditions.

Non-Discrimination
The eligible household will not be treated adversely from other households because of receiving assistance under the Low-Income Home Energy Assistance Program. The energy supplier agrees not to discriminate either in cost of goods supplied or services provided, against the eligible household on whose behalf payments are made.

Termination of Customer Account
If a household terminates its account or changes vendors prior to termination of this agreement, the vendor shall contact the local agency within 30 calendar days to reconcile the existing account and to determine the distribution of any remaining funds. No funds paid under this program may be returned directly to any client without written authorization from the agency. A credit balance on the account is to be returned to the agency within 30 calendar days.
Records

The vendor will maintain an accounting system and fiscal records covering all activities under this agreement. The vendor's records must include:

- The amount of payments made on behalf of eligible households by the local agency;
- Each date and amount of fuel delivered to eligible households, using LIHEAP funds, including the cost per gallon (deliverable fuel vendors only);
- Any LIHEAP payment credit remaining on the eligible household's account.

The vendor shall retain these records for three years from the end date of this agreement.

The vendor, upon written request from the eligible household, local agency, State of Iowa, or other designated representative, will provide a status report indicating the above information.

Energy suppliers will assist the local agency and State of Iowa in collecting data concerning information on home energy consumption, amount and cost of fuels used for households eligible for Weatherization assistance, or such other data as the state determines is reasonably necessary.

Reconciliation of LIHEAP Account (deliverable fuel vendors only)

Within 30 calendar days after the end of the application period, a reconciliation will be made to assure agreement between the energy supplier and the local agency regarding the use of funds and will include:

- The amount of payments made on behalf of the eligible households by the local agency;
- Each date and amount of fuel delivered to eligible households, using LIHEAP funds, including the cost per gallon, as applicable;
- Any LIHEAP payment credit remaining on the eligible household's account.

The local agency may request the above information more often.

Site Visits

The State of Iowa and HHS authorized representatives reserve the right to monitor the use of funds by the participating vendor in order to evaluate compliance with the provisions of this agreement.

Termination of Agreement

The local agency may terminate this agreement upon written notice for the breach by the vendor of any material term, condition or provision of this agreement. Either the local agency or the vendor may terminate this agreement by giving the other party at least 30 calendar days written notice.

Upon termination of the agreement by either party or upon expiration of the agreement, the vendor shall, within 5 business days, remit to the local agency any unexpended funds paid to the vendor.

The vendor shall provide a full accounting of the funds subject to this agreement within 30 calendar days of termination or expiration of the agreement.

SIGNED:

____

Vendor Authorizing Signature

____

Date

RETURN TO:

____

Local Agency Director

____

Date

IMU Regular Downstairs **6.A.**

Meeting Date: 09/09/2019

Information

Subject

Discussion and direction regarding the Electric Rate Review

Information

In your packet is the electric rate increase history table. Below is a tentative timeline if the Board would decide to increase electric rates December 1, 2019:

September 23, 2019 - set a public hearing for October 14, 2019 to amend the rates for electric service effective December 1, 2019
October 14, 2019 - hold the public hearing to amend the rates for electric services and adopt the resolution for rates
October 23, 2019 - publish the resolution of the amended rates in the paper
November 2019 - Notify customers of the electric rate amendment (web site, facebook, notice on the November utility bill, etc.)

Fiscal Impact

Attachments

Electric Rate History

Electric Rate Increase History

Public Hearing	Effective Date	Increase
8-11-2008	11-1-2008	3.4%
8-11-2008	4-1-2009	3.4%
9-14-2009	11-1-2009	4%
9-27-2010	11-1-2010	7.6%
10-10-2011	12-1-2011	7.4%
9-10-2012	11-1-2012	5.25%
	2014	*COEA Policy Implemented
10-26-2015	12-1-2015	7%
10-26-2015	12-1-2016	7%
7-24-2017	12-1-2017	7%

*Cost of Energy Adjustment

IMU Regular Downstairs **7.A.**

Meeting Date: 09/09/2019

Information

Subject

Consider request from the YMCA for an in-kind support

Information

In your packet is a letter from Heather Hulen, Executive Director of the Indianola YMCA, requesting $1,809 of in-kind support, which will off-set 2019 water cost associated with filling both their recreational and competitive pools.

In 2019 the YMCA was forced to fill both pools twice due to unforeseen repairs. This resulted in 600,000 gallons (300,000 gallons each fill) of water being used at a cost of $3,618 ($1,809 each fill). This unanticipated expense was not part of their FY '19 operational budget resulting in a significant shortfall (see letter).

Simple motion is in order.

Fiscal Impact

Attachments

YMCA Request

FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

August 27, 2019

Board of Trustees
Indianola Municipal Utilities
210 West Second Avenue
Indianola, IA 50215

Dear IMU Board of Trustees,

On behalf of the Indianola Family YMCA, thank you for the opportunity to request $1,809 of in-kind support, which will off-set 2019 water costs associated with filling both our recreational and competitive pools. Indianola Municipal Utilities is a valued partner and has supported previous YMCA energy savings initiatives. We appreciate your consideration of this request.

Our swimming pools are a prime example of how we are utilizing community partnerships to serve and strengthen the Indianola community. Over 10,000 individuals use the pool annually. We host the competitive swim teams from both Simpson College and Indianola High School, which has a positive economic impact on our community. Our pools serve a full range of needs from swim lessons and safety around water programming to the support of a life-long recreational activity. Community organizations including Genesis Development and Victory Christian Academy use our aquatics' center to support their respective clients and students. And, Community Health Partners utilize the pool to provide physical therapy services to area residents negating the need for travel to Des Moines for therapy. This is especially important for our older adult population who oftentimes face transportation difficulties.

In 2019, we were forced to fill both pools twice due to unforeseen repairs. This resulted in 600,000 gallons (300,000 gallons each fill) of water being used at a cost of $3,618 ($1809 each fill). This unanticipated expense was not part of our FY'19 operational budget resulting in a significant shortfall. With your generous donation, we will be able to reinvest in our YMCA operations, helping us to deliver services benefitting Indianola residents effectively and efficiently.

Thank you for your consideration of this request. Please let me know if I can answer any further questions. I can be reached at (515) 777-7756 or heather.hulen@dmymca.org.

Sincerely,
Heather Hulen
Heather Hulen
Executive Director, Indianola Family YMCA

INDIANOLA YMCA
306 East Scenic Valley Ave., Indianola IA 50125
P 515 777 7746
WWW.DMYMCA.ORG

IMU Regular Downstairs **11.A.**

Meeting Date: 09/09/2019

Information

Subject

Enter into closed session in accordance with Iowa Code Section 21.5(1)(i) to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session

Information

Roll call is in order to go into closed session.

Fiscal Impact

Attachments

No file(s) attached.