



**IMU Board of Trustees of the
Electric, Water and Communications Utilities
October 9, 2017
City Hall Council Chambers
5:30 p.m.**

Agenda

1. Call to Order
2. Roll Call
3. Public Comments
4. Consent Agenda
 - A. Claims list for October 2, 2017
 - B. Minutes from September 18 and 25, 2017
 - C. Salaries
5. Combined Electric, Water and Communications Utilities Action Items
 - A. Direction regarding the health insurance renewals for 2018
 - B. Resolution approving Employment Agreement with Tom Gaffigan as General Manager
6. Combined Electric, Water and Communications Utilities Informational Items
7. Water Utility Action Items
 - A. Consider acceptance of water main and water main maintenance bond for Ashton Park Plat #6
8. Water Utility Informational Items
9. Communications Utility Action Items

- A. 2017 Telecommunication Hut
 - 1. Public hearing on the matter of adoption of plans, specs, form of contract and estimate of cost
 - 2. Resolution adopting plans, specs, form of contract and estimate of cost
- 10. Communications Utility Informational Items
 - A. Receive report from Smart Source Consulting - Curtis Dean
- 11. Electric Utility Action Items
 - A. Consider change order #1 in an amount of (\$37,139.00) for the Turbine 7 Control Replacement - revised contract amount \$417,008.00
- 12. Electric Utility Informational Items
- 13. Other Business
 - A. Closed Session Motion to go into closed session in accordance with Iowa Code Section 21.5(1)(c) to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation
 - B. Consider motion to go into closed session in accordance with Iowa Code Section 21.5(1)(j) to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property
- 14. Adjourn

IMU Regular Downstairs

4.A.

Meeting Date: 10/09/2017

Information

Subject

Claims list for October 2, 2017

Information

Fiscal Impact

Attachments

Claims

Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount
WATER OPERATING FUND				
ACCO UNLIMITED CORP.	600-8110-65010	LIQUID CHLORINE	09/11/2017	1,342.60
BRAND, JUSTIN	600-8180-61440	WELLNESS SEPT & OCT	09/05/2017	30.00
CR SERVICES	600-8150-65072	MARKING PAINT & BLUE MARKING FLAGS	09/18/2017	408.35
DES MOINES WATER WORKS	600-8150-63453	PINPOINT LEAKS 305 N I & 406 N K	09/11/2017	922.00
DUST PROS JANITORIAL	600-8120-65070	SEPT SCRUB AND REWAX	09/22/2017	180.00
DUST PROS JANITORIAL	600-8120-65070	SUPPLIES	09/22/2017	39.75
IOWA ONE CALL	600-8110-64990	WA-LOCATING NOTIFICATION/327 TICKETS	09/11/2017	464.40
ITRON INC.	600-8170-64990	SOFTWARE MAINT (01/01/17 - 12/31/17)	09/11/2017	581.29
KEYSTONE LABORATORIES IN	600-8110-64990	WATER ANALYSIS	09/14/2017	220.00
LINDE LLC	600-8110-65010	LIQUID CARBON DIOXIDE	09/20/2017	1,709.06
MUNICIPAL ENERGY AGENCY	600-8110-63710	PURCHASED POWER - AUGUST (WELL KWH & TRANS)	09/08/2017	1,453.88
MUNICIPAL SUPPLY INC	600-8150-65072	MATERIALS	09/13/2017	140.25
NORWALK READY-MIXED CON	600-8150-63453	900 E IOWA AVE	09/07/2017	367.50
SHULL SCHRUM MCCLAFLIN &	600-8190-64010	ADUIT SERVICES	08/31/2017	700.00
SHULL, DOUG	600-8190-64990	TREASURER CONTRACT	09/25/2017	15.84
STEW HANSEN DODGE	600-8160-63320	PART	09/07/2017	2.13
U.S. CELLULAR	600-8110-63730	CELL PHONE - 4	09/12/2017	175.35
VESSCO INC	600-8120-63410	HEAVY DUTY BELT	09/11/2017	681.16
WARREN COUNTY ENGINEER	600-8160-65050	FUEL DISTRIBUTION	09/19/2017	629.14
WESTRUM LEAK DETECTION	600-8150-63453	2017 LEAK DETECTION SURVEY	09/05/2017	2,650.00
Total WATER OPERATING FUND:				12,712.70
IMU ADMINISTRATION FUND				
NOLASOFT DEVELOPMENT	620-8091-64990	QUARTERLY WEB SITE HOSTING, OCT 17 - DEC 17	09/17/2017	120.00
Total IMU ADMINISTRATION FUND:				120.00
ELECTRIC OPERATING FUND				
BRICK GENTRY P.C.	630-8290-64110	EMPLOYMENT/BARGAINING ISSUES	08/25/2017	1,125.00
CINTAS CORPORATION	630-8250-65072	1ST AID SUPPLIES	09/08/2017	42.33
CITY OF INDIANOLA - REBATE	630-8290-67306	A/C REBATE	06/19/2017	100.00
CITY OF INDIANOLA - REBATE	630-8290-67306	COMMERCIAL LIGHTING	09/06/2017	210.00
CROSSROADS MOBILE MAINT	630-8260-63320	REPAIRS TO UNIT 31	09/22/2017	390.14
DES MOINES REAL ESTATE SE	630-8220-63100	LAND APPRAISAL	09/14/2017	450.00
DUST PROS JANITORIAL	630-8220-64090	MONTHLY CLEANING (SEPT) - ADMIN/ELECTRIC	09/20/2017	1,177.00
DUST PROS JANITORIAL	630-8220-64090	JANITORIAL SUPPLIES	09/20/2017	17.60
INFOMAX OFFICE SYSTEMS IN	630-8290-64990	SAVIN - MP C3004, IMU EL ADMIN	09/06/2017	49.65
INFOMAX OFFICE SYSTEMS IN	630-8290-64990	SAVIN MP 2554, IMU GENERATION	09/06/2017	200.80
IOWA ONE CALL	630-8290-63730	EL-LOCATING NOTIFICATION/508 TICKETS	09/11/2017	457.20
ITRON INC.	630-8270-64990	SOFTWARE MAINT (01/01/17 - 12/31/17)	09/11/2017	581.30
JESS' LOCK AND KEY	630-8220-63100	REPAIR SERVICE DOOR	08/17/2017	63.50
JMK LAWN CARE	630-8250-64990	JULY & AUGUST MOWING CONTRACT - ELECTRIC	09/01/2017	180.00
MC MASTER-CARR SUPPLY CO	630-8220-65072	SORBENT FOR CHEMICALS & OIL	09/13/2017	100.12
MID AMERICAN ENERGY CO.	630-8210-63710	80950-24015 PLANT GAS 7/19/17 - 8/17/17	09/18/2017	11.08
MID AMERICAN ENERGY CO.	630-8210-63710	52390-25019 BOILER GAS (1042 THERMS)	09/18/2017	588.16
MID AMERICAN ENERGY CO.	630-8210-63710	07991-36014 11634 R63 HWY	09/12/2017	10.00
MUNICIPAL ENERGY AGENCY	630-8230-63992	TRANSMISSION/ADJUSTMENT - AUGUST	09/08/2017	93,633.53
MUNICIPAL ENERGY AGENCY	630-8230-63991	PURCHASED POWER - AUGUST (NET ELECTRIC)	09/08/2017	482,654.26
MUNICIPAL ENERGY AGENCY	630-8200-45629	20% 69KV 30.9 CREDIT/ADMIN FEE - AUGUST	09/08/2017	7,091.80-
MUNICIPAL ENERGY AGENCY	630-8230-63990	LANDFILL GAS ATTRIBUTES - AUGUST	09/08/2017	13,260.00
MUNICIPAL ENERGY AGENCY	630-8230-63990	CONTRACTED WIND - AUGUST	09/08/2017	15,861.00
MUNICIPAL ENERGY AGENCY	630-8230-63991	FIXED COST RECOVERY CHARGE	09/08/2017	327,114.00
MUNICIPAL ENERGY AGENCY	630-8230-63991	IND TRANS SYSTEM OPERATOR CHARGE	09/08/2017	5,141.54
SD MYERS LLC	630-8220-64200	ANNUAL OIL TESTING - SUBSTATIONS	09/12/2017	2,739.80
SHULL SCHRUM MCCLAFLIN &	630-8290-64010	AUDIT SERVICES	08/31/2017	700.00
SHULL, DOUG	630-8290-64990	TREASURER CONTRACT	09/25/2017	60.00

Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount
SKARSHAUG TESTING LABORA	630-8250-64200	HIGH VOLTAGE GLOVE TESTING	09/12/2017	410.85
SPEE-DEE DELIVERY SERVICE	630-8290-65080	ONCALL SHIPMENT - TESTING IN AMES	08/28/2017	28.61
U.S. CELLULAR	630-8240-63730	CELL PHONES - 9	09/12/2017	394.53
WARREN COUNTY ENGINEER	630-8260-65050	FUEL DISTRIBUTION	09/19/2017	1,679.24
WESCO	630-8250-65072	PENTA WRENCH	09/05/2017	32.81
WESCO	630-8250-65072	RATCHET CUTTER - FLUKE TESTER	09/08/2017	259.42
WESCO	630-8250-65072	PENTA WRENCH	09/08/2017	49.21
Total ELECTRIC OPERATING FUND:				942,680.88
FIBER/COMMUNICATIONS FUND				
INFOMAX OFFICE SYSTEMS IN	640-8550-64990	SAVIN - MP C3004, IMU NS ADMIN	09/06/2017	49.65
IOWA ONE CALL	640-8590-63730	FIBER-LOCATING NOTIFICATION/342 TICKETS	09/11/2017	307.80
SHULL, DOUG	640-8590-64990	TREASURER CONTRACT	09/25/2017	7.50
U.S. CELLULAR	640-8550-63730	CELL PHONE	09/12/2017	43.84
Total FIBER/COMMUNICATIONS FUND:				408.79
WATER CAPITAL PROJECTS FUND				
CORE & MAIN	700-8100-67906	PVC PIPE AND COUPLINGS	09/14/2017	846.40
CORE & MAIN	700-8100-67906	MATERIALS	09/08/2017	312.39
CORE & MAIN	700-8100-67906	MATERIALS	09/08/2017	559.95
CORE & MAIN	700-8100-67906	MATERIALS	09/13/2017	1,462.12
CORE & MAIN	700-8100-67906	MATERIALS	09/13/2017	268.37
METERING & TECHNOLOGY SO	700-8100-67905	NEW HANDHELD	09/15/2017	2,708.43
Total WATER CAPITAL PROJECTS FUND:				6,157.66
ELECTRIC CAPITAL PROJECTS FUND				
BRICK GENTRY P.C.	730-8200-67245	TURBINE CONTROL REPLACEMENT PROJECT	08/25/2017	105.00
BRICK GENTRY P.C.	730-8200-67905	FTTH PROJECT, MATERIAL/CONSTRUCTION BID	08/25/2017	360.00
CALIX NETWORKS INC	730-8200-67601	CALIX ADVANTAGE PROGRAM - ANNUAL SUPPORT	09/14/2017	3,500.00
CR SERVICES	730-8200-67906	RED LOCATE FLAGS	09/18/2017	431.17
ELECTRICAL ENG & EQUIP	730-8200-67906	1 1/2" PVC CONDUIT	09/07/2017	1,306.07
MUNICIPAL ENERGY AGENCY	730-8200-45629	80% 69KV 30.9 CREDIT/ADMIN FEE - AUGUST	09/08/2017	28,367.21-
T & R ELEC SUPPLY CO	730-8200-67906	TRANSFORMER - THREE PHASE	09/02/2017	3,695.00
TED M WIEGLAND CPA	730-8200-64110	PARITY CERTIFICATE - EL REV CLN, SERIES 2017C	09/13/2017	1,500.00
WESCO	730-8200-67906	HEAT SHRINK	09/08/2017	275.42
WESCO	730-8200-67906	HEAT SHRINK	09/08/2017	205.98
WESCO	730-8200-67906	LINE HARDWARE - PVC U-GUARD - DE INSULATORS	09/08/2017	574.22
WESCO	730-8200-67906	1/0 TRI-PLEX WIRE	09/12/2017	2,208.48
WESCO	730-8200-67906	LINE HARDWARE	09/14/2017	24.08
WESCO	730-8200-67906	12/2 UF WIRE - PRIMARY SPLICES	09/15/2017	2,151.88
WESCO	730-8200-67906	100 AMP PRIMARY CUTOUT	09/15/2017	1,808.73
WESCO	730-8200-67906	LINE HARDWARE - WIRE CONNECTORS - GROUND RODS - 10K	09/15/2017	725.94
Total ELECTRIC CAPITAL PROJECTS FUND:				9,495.24-
FIBER CAPITAL PROJECTS FUND				
BANKERS TRUST COMPANY	740-8500-64110	INITIAL FEE - SERIES 2017C EL REV CLN	09/13/2017	250.00
BRICK GENTRY P.C.	740-8500-67401	NORWALK TO INDIANOLA PROJECT	08/25/2017	165.00
DORSEY & WHITNEY LLP	740-8500-64110	IMU EL REV 2017C LEGAL FEES	09/18/2017	20,000.00
Total FIBER CAPITAL PROJECTS FUND:				20,415.00
CASH ALLOCATION FUND				
DEAL, JERALD	999-0000-11005	REFUND OVERPAYMENT ON ACCT	09/01/2017	132.14
DICKINSON, ANTHONY C	999-0000-11005	REFUND CREDIT ON ACCT	09/14/2017	10.19

Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount
ENOS, TANYA	999-0000-11005	REFUND CREDIT ON ACCT	09/01/2017	19.45
GREEN, TODD	999-0000-11005	REFUND CREDIT ON ACCT	09/01/2017	5.86
LOREY, VALARIE	999-0000-11005	REFUND OVERPAYMENT ON ACCT	09/01/2017	21.93
PONTIER, MARTIN	999-0000-11005	REFUND CREDIT ON ACCOUNT	09/01/2017	45.82
YOUNG, JESSIE	999-0000-11005	REFUND CREDIT ON ACCT	09/01/2017	15.60
Total CASH ALLOCATION FUND:				250.99
Grand Totals:				973,250.78

Board of Trustees: _____

IMU Regular Downstairs

4.B.

Meeting Date: 10/09/2017

Information

Subject

Minutes from September 18 and 25, 2017

Information

Fiscal Impact

Attachments

September 18 Minutes

September 25 Minutes

BOARD OF TRUSTEE MINUTES
SPECIAL SESSION – SEPTEMBER 18, 2017

The Board of Trustees met in special session at 5:30 p.m. on September 18, 2017 in the City Hall Conference Room. Chairperson Adam Voigts called the meeting to order and on roll call the following members were present: Lesley Forbush, Jim McClymond, Adam Voigts and Deb White. Absent: Mike Rozga.

Combined Electric, Water and Communications Utilities Action Items

A motion was made 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: Voigts, McClymond, Forbush and White. NAYS: None. ABSENT: Rozga. Whereupon the Chairperson declared the motion carried unanimously.

It was moved by White and seconded by McClymond to return to regular session. Question was called for and on voice vote the Chairperson declared the motion carried unanimously.

A motion was made by White and seconded by McClymond to approve hiring Tom Gaffigan as General Manager subject to approval of the Employment Agreement and background checks being conducted. Question was called for and on voice vote the Chairperson declared the motion carried unanimously.

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

Adam Voigts, Chair

Diana Bowlin, City Clerk

BOARD OF TRUSTEE MINUTES
REGULAR SESSION – SEPTEMBER 25, 2017

The Board of Trustees met in regular session at 5:30 p.m. on September 25, 2017 in the City Hall Council Chambers. Chairperson Adam Voigts called the meeting to order and on roll call the following members were present: Jim McClymond, Mike Rozga, Adam Voigts and Deb White. Absent: Lesley Forbush.

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

Claims list for September 18, 2017

Minutes from September 11, 2017

July 2017 Treasurer and Financial Reports

Salaries:

Ryan Boozell, Apprentice Line Mechanic, from Range 23-1 \$48,857/year to Range 23-2 \$51,301/year effective September 17, 2017

Electric Utility Action Items

Board Member White introduced the following Resolution entitled "RESOLUTION APPROVING THE CONTRACT AND BOND WITH PETROTECH, INC. IN AN AMOUNT OF \$454,147.00" for the 2017 Turbine 7 Control Replacement Project, and moved that it be adopted. Board Member Rozga seconded the motion to adopt. The roll was called and the vote was, AYES: Voigts, Rozga, McClymond and White. NAYS: None. ABSENT: Forbush. Whereupon the Chair declared the following resolution duly adopted:

RESOLUTION NO. 2017-216
RESOLUTION APPROVING THE CONTRACT AND
BOND WITH PETROTECH, INC.
For the 2017 Turbine 7 Control Replacement Project

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

Electric Utility Information Items – Electric Superintendent Mike Metcalf presented the electric utility informational items.

Water Utility Informational Items – Water Superintendent Lou Elbert presented the water utility informational items.

Communications Utility Informational Items – Electric Superintendent Mike Metcalf presented the Communications Utility Informational items.

Combined Electric, Water and Communications Utilities Informational Items – no items were presented.

It was moved by McClymond and seconded by White to go into closed session in accordance with Iowa Code Section 21.5(1)(j) to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property. On roll call the vote was, AYES:

White, Voigts, Rozga and McClymond. NAYS: None. ABSENT: Forbush. Whereupon the Chairperson declared the motion carried unanimously.

White moved and Rozga seconded to return to regular session. Question was called for and on voice vote the Chairperson declared the motion carried unanimously.

A motion was made by McClymond and seconded by Rozga to enter into closed session to discuss labor negotiations pursuant to Iowa Code Section 20.17(3). Question was called for and on voice vote the Chairperson declared the motion carried unanimously.

Rozga moved and McClymond seconded to return to regular session. Question was called for and on voice vote the Chairperson declared the motion carried unanimously.

Meeting adjourned at on a motion by White and seconded by Rozga.

Adam Voigts, Chair

Diana Bowlin, City Clerk

IMU Regular Downstairs

4.C.

Meeting Date: 10/09/2017

Information

Subject

Salaries

Information

Aaron Rasko, Apprentice Line Mechanic, from Range 23-1 \$48,857/year to Range 23-2 \$51,301/year effective October 1, 2017. Aaron has successfully completed year one of the apprenticeship program. The local apprenticeship committee has approved Aaron advancing to year 2.

Fiscal Impact

Attachments

PCN Rasko



PERSONNEL CHANGE NOTICE (PCN)

Employee Name: Aaron Rasko

Effective Date (must be at beginning of a pay period, except new hires): 10/01/2017

New Hire: ☐ Rehire: ☐ Status Change: ☐ Step Increase: ☒
Other Pay Change: ☐ Job Title Change: ☐ Department Change: ☐ FTE Change: ☐
Promotion: ☐ Transfer: ☐ Other Change: _____

	FROM	TO
JOB TITLE	Apprentice Line Mechanic	Apprentice Line Mechanic
STATUS	FT	FT
PAY RANGE	R23 - 1	R23 - 2
PAY RATE W/OUT LONGEVITY	\$48,857 / \$23.489	\$51,301 / \$24.664
PAY RATE W/ LONGEVITY (if not eligible, put N/A)	N/A	N/A
EXEMPT/NONEXEMPT	Non Exempt	Non Exempt
DEPARTMENT NAME	Electric	Electric
ACCOUNT NUMBER	630-8250-60150	630-8250-60150
FTE	1.0	1.0
UNION STATUS	City Non Union ☐ City Union ☐ IMU Non Union ☐ IMU Union ☒	City Non Union ☐ City Union ☐ IMU Non Union ☐ IMU Union ☒

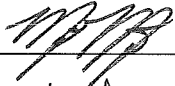
Termination: Voluntary: ☐ Involuntary: ☐ Retirement: ☐ Eligible for Rehire: Yes ☐ No ☐

Reason for Termination: _____ Vaca/Pers Payout: Yes ☐ No ☐

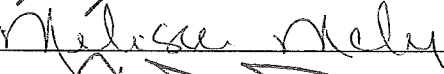
Last Day Worked: _____ Termination Effective Date: _____

COMMENTS: Aaron has successfully completed Year- 1 of the apprenticeship program. The local apprenticeship committee has approved Aaron advancing to Year-2.

APPROVALS:

Dept Head: 

Date: 10-3-2017

Human Resources: 

Date: 10/3/17

Finance (pay changes only): 

Date: 10/3/17

City Manager or GM: _____

Date: _____

City Council or Board of Trustee: ☐ Yes ☐ No

Date: _____

FOR OFFICE USE: HR Entered: Initial: _____ Date: _____ Payroll Reviewed: Initial: _____ Date: _____

IMU Regular Downstairs

5.A.

Meeting Date: 10/09/2017

Information

Subject

Direction regarding the health insurance renewals for 2018

Information

Melissa McCoy, HR Director, will discuss the health insurance renewals for 2018 (packet).

Fiscal Impact

Attachments

Memo



October 3, 2017

To: IMU Board of Trustees

From: Melissa McCoy, HR

RE: 2018 Health Insurance Renewal

Board of Trustees,

As previously directed by the Board, IMU was going to change the health insurance plan year from July 1 to January 1. The purpose of this was to have the plan year coincide with the deductible year as well as to help with budgeting purposes. We are currently looking at the renewal for the new year and have found that it may not be advantageous for us to make this change at this time.

In looking at the stop loss proposal provided by our current reinsurer, our stop loss rates will stay the same, however, our claim risk will increase dramatically. The reason for this is due to a small number of significant health conditions (due to HIPAA regulations, we are unable to share specifics). As a result, the stop loss carrier has added lasers to the January 1, 2018 proposal that we do not have currently. A laser is a specific endorsement to the contract that transfers risk back to an employer. Today, there is a laser on one member for \$85,000. If we move to a January 1 renewal date, the \$85,000 laser becomes a total of \$475,000 with a second laser attached on a different member. By leaving the plan year at July 1, these lasers may or may not be included at that time depending on the health conditions at that time. With input from IMU staff and our broker, Holmes Murphy, we recommend that we continue with the current fiscal plan year, July 1, and continue to research plan year adjustments regularly to evaluate the pros and cons.

Due to changes to the federal guidelines for Health Savings Accounts, moving to a January 1, 2018 renewal would also increase the employee deductible by \$100 and the family deductible by \$200. By keeping the fiscal plan year, July 1, this guideline would not go into effect until July 1, 2018.

If the plan year does not change, then we need to look at the funding of the Health Savings Accounts. As previously discussed and agreed upon, IMU funded employee HSA accounts 7/1/17 with \$1200 to help pay for any medical expenses throughout the year. IMU also agreed to fund the accounts 1/1/18 if

the plan year changed. IMU staff still feel, even with leaving the plan year at 7/1, that the HSA accounts should be funded again on 1/1/18 with \$1200 since the deductible and out-of-pocket maximums reset every January 1.

Staff is looking for your approval to proceed with funding employee HSA accounts with \$1200 to coincide with the deductible/out-of-pocket maximum resetting and to also retain the current fiscal plan year. Doing so would limit IMU's claim exposure and would leave the employees' deductibles and out-of-pocket maximums the same until July 2018.

Meeting Date: 10/09/2017

Information

Subject

Resolution approving Employment Agreement with Tom Gaffigan as General Manager

Information

Attached is the formal Resolution regarding the employment agreement with Tom Gaffigan as General Manager for your approval. The actual employment agreement is a public document and is available upon request at the office of human resources.

Roll call is in order.

Fiscal Impact

Attachments

Resolution

RESOLUTION NO. 2017-

RESOLUTION APPROVING EMPLOYMENT AGREEMENT
WITH TOM GAFFIGAN AS GENERAL MANAGER

WHEREAS, the Indianola Municipal Utilities Board of Trustees desires to employ Tom Gaffigan as General Manager of Indianola Municipal Utilities; and

WHEREAS, Tom Gaffigan desires to accept employment as General Manager of Indianola Municipal Utilities; and

WHEREAS, the Board now wants to confirm the appointment and to enter into an agreement with Tom Gaffigan; and

WHEREAS, the Board believes it is in the best interests of Indianola Municipal Utilities to enter into an Employment Agreement with Tom Gaffigan in the form attached as Exhibit "A".

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Board of Trustees of Indianola Municipal Utilities that Tom Gaffigan is hereby appointed as General Manager of Indianola Municipal Utilities.

BE IT FURTHER RESOLVED that the Employment Agreement in the form attached as Exhibit "A" is hereby approved and the Chair of the Board of Trustees is hereby authorized to execute said Agreement on behalf of Indianola Municipal Utilities.

DATED this 9th day of October 2017.

Adam Voigts, Chair

ATTEST:

Diana Bowlin, City Clerk

Meeting Date: 10/09/2017

Information

Subject

Consider acceptance of water main and water main maintenance bond for Ashton Park Plat #6

Information

The Water Service Plan requires contractors installing water mains to post a 4-year maintenance bond (see packet) to protect the utility against defective workmanship. Trustees also accept the main as part of its distribution system. The location is in Ashton Park Plat #6. The City Attorney and Lou Elbert have reviewed and approved.

Fiscal Impact

Attachments

Maintenance Bond

MERCHANTS
BONDING COMPANY™

Merchants National Bonding, Inc. P.O. BOX 14498, DES MOINES, IOWA 50306-3498
PHONE: (800) 678-8171 FAX: (515) 243-3854

MAINTENANCE BOND

KNOW ALL PERSONS BY THESE PRESENTS:

Bond No. NIA2208

That Gator Excavating, Inc.

of 3100 SE Miehe Drive, Grimes, IA 50111
as Principal, and the Merchants National Bonding, Inc. as Surety are
held and firmly bound unto the City of Indianola
City of Indianola in the penal sum of
Four Hundred Twenty Five Thousand Four Hundred Ninety Two Dollars and 20/100 (\$425,492.20)
DOLLARS, lawful money of the United States of America, for the payment of which, well and truly to be
made, the Principal and Surety bind themselves, their and each of their heirs, executors, administrators,
successors and assigns, jointly and severally, firmly by these presents.

Signed and delivered this 23rd day of August, 2017.

WHEREAS, the Principal entered into a certain contract, dated the 5th day of January,
2017, with the Jerry's Homes

to furnish all the material and labor necessary for the construction of
Ashton Park Plat 6; Sanitary Sewer, Water Main & Storm Sewer

in conformity with certain specifications; and

WHEREAS, a further condition of said contract is that the Principal should furnish a bond of indemnity,
guaranteeing to remedy any defects in workmanship or materials that may develop in said work within a
period of four years from the date of acceptance of the work under said contract; and

WHEREAS, the above work has been completed and accepted and if not accepted will be automatically
accepted upon the filing of this maintenance bond; and

WHEREAS, the Merchants National Bonding, Inc. for valuable
consideration, has agreed to join with said Principal in such bond or guarantee, indemnifying said
City of Indianola as aforesaid;

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH, that if the said Principal does
and shall, at the Principal's own cost and expense, remedy any and all defects that may develop in said
work, within the period of four years from the date of acceptance of the work under said contract, by
reason of bad workmanship or poor material used in the construction of said work, and shall keep all
work in continuous good repair during said period, and shall in all other respects, comply with all the
terms and conditions of said contract with respect to maintenance and repair of said work, then this
obligation to be null and void; otherwise to be and remain in full force and virtue in law.

It is agreed that while the Principal shall be and remain liable for failure to adhere to the specifications
which form the basis for the work, the Surety, inasmuch as the original work was not bonded, shall be
obligated only to assure the maintenance of the work in the condition in which it existed at the time the
work was accepted. Any obligation beyond this shall be that of only the Principal.

Gator Excavating, Inc.

Principal



Approved _____

By _____

Merchants National Bonding, Inc.

By Abigail R. Mohr, Attorney-in-Fact

CON 0304 (2/15)



MERCHANTS
BONDING COMPANY™
POWER OF ATTORNEY

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa (herein collectively called the "Companies") do hereby make, constitute and appoint, individually,

Abigail R. Mohr

their true and lawful Attorney-in-Fact, to sign its name as surety(ies) and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

Surety Bond #: NIA2208
Principal: Gator Excavating, Inc.
Obligee: City of Indianola

This Power-of-Attorney is granted and is signed and sealed by facsimile under and by authority of the following By-Laws adopted by the Board of Directors of Merchants Bonding Company (Mutual) on April 23, 2011 and amended August 14, 2015 and adopted by the Board of Directors of Merchants National Bonding, Inc., on October 16, 2015.

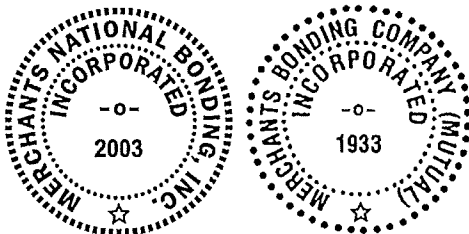
"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof."

"The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner-Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 23rd day of August, 2017.



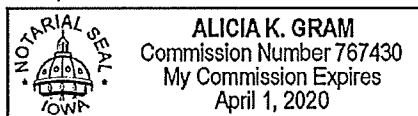
MERCHANTS BONDING COMPANY (MUTUAL)
MERCHANTS NATIONAL BONDING, INC.

By

Larry Taylor
President

STATE OF IOWA
COUNTY OF DALLAS ss.

On this this 23rd day of August, 2017, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC.; and that the seals affixed to the foregoing instrument are the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.

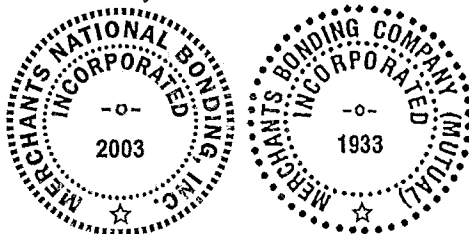


Alicia K. Gram
Notary Public

(Expiration of notary's commission
does not invalidate this instrument)

I, William Warner, Jr., Secretary of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 23rd day of August, 2017.



William Warner Jr.
Secretary

IMU Regular Downstairs

9.A.

Meeting Date: 10/09/2017

Information

Subject

2017 Telecommunication Hut

Information

Fiscal Impact

Attachments

No file(s) attached.

IMU Regular Downstairs

9.A.1.

Meeting Date: 10/09/2017

Information

Subject

Public hearing on the matter of adoption of plans, specs, form of contract and estimate of cost

Information

The first item is to hold a public hearing on the matter of adoption of plans, specs, form of contract and estimate of cost. The Chair will open the public hearing and then close the public hearing.

Fiscal Impact

Attachments

No file(s) attached.

IMU Regular Downstairs

9.A.2.

Meeting Date: 10/09/2017

Information

Subject

Resolution adopting plans, specs, form of contract and estimate of cost

Information

The next item is to consider the resolution adopting plans, specs, form of contract and estimate of cost (packet).

Roll call is in order.

Fiscal Impact

Attachments

Resolution

This being the time and place fixed for a public hearing on the matter of the adoption of plans, specifications, form of contract and estimate of cost relative to the 2017 Telecommunication Hut Project for Indianola Municipal Utilities, Indianola, Iowa. The Chair called for any oral objections to the adoption of the plans, specifications, form of contract and estimate of cost. No oral objections were offered and the Trustee Clerk reported that no written objections had been filed.

Board Member _____ introduced the following Resolution entitled "RESOLUTION ADOPTING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST", and moved that it be adopted. Board Member _____ seconded the motion to adopt. The roll was called and the vote was, AYES: NAYS: ABSENT: Whereupon the Chair declared the following resolution duly adopted:

RESOLUTION NO. 2017-_____
RESOLUTION ADOPTING PLANS, SPECIFICATIONS,
FORM OF CONTRACT AND ESTIMATE OF COST

WHEREAS, on the 13th day of September, 2017, plans, specifications, form of contract and estimate of cost were filed with the City Clerk for the Indianola Municipal Utilities, for certain public improvements described in general as the 2017 Telecommunication Hut Project for Indianola Municipal Utilities, Indianola, Iowa, and

WHEREAS, notice of hearing on plans, specifications, form of contract and estimate of costs of the public improvements was published as required by law.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE INDIANOLA MUNICIPAL UTILITIES:

Section 1. The plans, specifications, form of contract and estimate of cost are approved as the plans, specifications, form of contract and estimate of cost for the public improvements described in the preamble of this Resolution.

PASSED AND APPROVED this 9th day of October, 2017.

ADAM VOIGTS, Chair

ATTEST:

DIANA BOWLIN, City Clerk

IMU Regular Downstairs

10.A.

Meeting Date: 10/09/2017

Information

Subject

Receive report from Smart Source Consulting - Curtis Dean

Information

Curtis Dean, Smart Source Consulting, will be at the meeting to present an oral summary and answer any questions.

Fiscal Impact

Attachments

No file(s) attached.

IMU Regular Downstairs

10.

Meeting Date: 10/09/2017

Information

Subject

Communications Utility Informational Items

Information

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 10/09/2017

Information**Subject**

Consider change order #1 in an amount of (\$37,139.00) for the Turbine 7 Control Replacement - revised contract amount \$417,008.00

Information

In your packet is change order #1 in an amount of (\$37,139.00) for the Turbine 7 Control Replacement Project. The items included in this change order include:

Description	Amount
Revise the exciter installation to utilize the existing SCT, PPT, and rectifier bridge; replacing all of the controls circuits with a Basler AVR and interface with the existing magnetics. Delete all reference to installing a new PPT, exciter power electronics, and related work in the GAC. Install SEL-2664 generator field ground relay instead of Basler BE64F. Delete rental of forklift to handle PPT.	(\$40,489.00)
Providing wiring to connect eight additional RTDs to SEL generator protection relay	\$3,350.00
Total	(\$37,139.00)

Simple motion is in order.

Fiscal Impact**Attachments**

Change Order

CHANGE ORDER NO. 1

Owner: Indianola Municipal Utilities
Contractor: Petrotech, Inc.
Project: Turbine 7 Control Replacement
Date: Oct. 2, 2017

Original Contract Amount	\$	454,147.00
Previous Change Order Adjustments	\$	-
Amount of this Change Order	\$	(37,139.00)
Current Value of Contract	\$	417,008.00

Items included in this Change Order

Item	Description	Amount
1	Revise the exciter installation to utilize the existing SCT, PPT, and rectifier bridge; replacing all of the control circuits with a Basler AVR and interface with the existing magnetics. Delete all reference to installing a new PPT, exciter power electronics, and related work in the GAC. Install SEL-2664 generator field ground relay instead of Basler BE64F. Delete rental of forklift to handle PPT.	\$ (40,489.00)
	Provide wiring to connect eight (8) additional RTDs to SEL generator protection relay.	\$ 3,350.00
Total Value of Change Order		\$ (37,139.00)

Recommended for Approval



Allan Powers, PE
P & E Engineering Co.

Date 10/2/2017

Approved

For Indianola Municipal Utilities

Date _____

Accepted by Contractor

For Petrotech, Inc.

Date _____

Proposal Request

Proposal

Request No.: 1

Date: Sept. 12, 2017

Project:

Turbine 7 Control Replacement

Owner:

Indianola Municipal
Utilities

Contract:

Turbine 7 Control Replacement

Engineer:

P & E Engineering Co.

Contractor:

Petrotech, Inc.

Engineer's Project No.:

9061

Provide a proposal, including any changes to the Contract Sum and/or Contract Time, for the following proposed changes to the referenced project. Do NOT proceed with these changes until a change Order has been issued. Submit copies of proposal to Engineer.

Description of Proposed Change:

Revise the exciter installation to utilize the existing SCT, PPT, and rectifier bridge; replacing all of the control circuits with a Basler AVR and interface with the existing magnetics. Delete all reference to installing a new PPT, exciter power electronics, and related work in the GAC.

Reason for Proposed Change:

Alternate design to eliminate need for external PPT.

Attachments (list documents supporting change):

None

Requested by Engineer:

Allan Powers, P.E., P & E Engineering Co.

Date

09/12/17

Petrotech Proposal

Purchaser	Indianola Municipal Utilities
Project contact	Mr. Mike Metcalf Email: mmetcalf@indianolaiaowa.gov
Project name	Turbine 7 Control Replacement Project
Petrotech quote number	CO17-096008-001
Revision level	0
Date issued	September 29, 2017
Scope summary	Change Excitation Controls from New PPT to SCT-PPT Retrofit and Add'l RTDs
Petrotech Account Manager	Hadi Abdallah, Tel.: 504-620-5334 Email: habdallah@petrotechinc.com

Please submit all purchase orders to: OrderEntry@petrotechinc.com

or mail to: **Applications Engineering Manager**
151 Brookhollow Esplanade
New Orleans, LA 70123 USA

Proposal Contents

Section 1	Detailed Scope of Supply
Section 2	Commercial
Section 3	Literature/Attachments



Section 1. Detailed Scope of Supply

DETAILED SCOPE OF SUPPLY

ITEM 1.0 – CHANGE EXCITATION CONTROLS FROM NEW PPT TO SCT-PPT RETROFIT KIT

ITEM	QTY.	DESCRIPTION
1.1		GOODS INCLUDED IN ITEM 1.0
1.1.1	-1	Remove PPT, Rectifier Panel, DECS-400, BE1-64F, and other excitation control equipment proposed in original scope.
1.1.2	1	Basler Electric DECS-400 Digital Voltage Regulator System for SCT/PPT retrofit application, consisting of a DECS-400 Digital Excitation Controller, accessories and the control/rectifying chassis described below, supplied as shipped loose for mounting in existing enclosures - for use with GE turbo-generators with SCT/PPT static excitation systems. THE QUOTED SYSTEM HAS A CONTINUOUS CURRENT RATING TO 10 AMPERES AT 63 VOLTS, WITH A 45-SECOND FORCING RATING TO 20 AMPERES AT 90 VOLTS - FOR OPERATION AT AMBIENT TEMPERATURES TO 50°C AT ALTITUDES TO 1000 METERS. The quoted system controls the excitation by supplying control current to the SCT control windings - includes: • Control/Rectifying Pan Chassis, 27" (686 mm) Wide x 45" (1143 mm) High x 8¾" (222 mm) Deep, weighing 105 lbs. (47.6 kg), with: • Basler Electric SSE-N Rectifier Bridge, Single Phase, Full-Wave /Fully-Controlled, p/n 9261400124 • Basler Electric Digital Thyristor Firing Interface, IFM-150 • Sequencing Relays - AVR/Manual Transfer Relay, with status contacts - On/Off Control Relay, with status contacts - AC to DC Power Conversion Module for DC control power - DC Ammeter w/shunt for control winding current - AC Control Power Isolation Transformer • Basler Electric ES-59, Generator Overvoltage Relay w/time Delay • Field-Flashing Contactor – for field buildup to 20A, reusing existing field flashing resistor • Suppression Winding Current Control – for field de-excitation

DETAILED SCOPE OF SUPPLY

**ITEM 1.0 – CHANGE EXCITATION CONTROLS FROM NEW
PPT TO SCT-PPT RETROFIT KIT**

ITEM	QTY.	DESCRIPTION
		• DECS-400 digital controller, with provisions for door-mounting, (19" rack-mount brackets are available upon customer request). • DECS-400 Field Isolation Transducer, shipped loose The Field Isolation Module is a field voltage and current transducer for the DECS-400 Controller. for connection to the Main Field to provide field voltage and field current feedback to the AVR • One Set DECS-400 BESTCOMS Software – compatible with Windows™ • Three (3) Sets Instruction Books with "As-Built" Drawings
1.1.3	1	Schweitzer SEL-2664 Field Ground (64F) Protection Module.
1.1.4	-1	Rental of forklift to lift PPT.
		Note: This is no longer needed and IMU will use their forklift to offload our equipment and move the panels.
1.2		SERVICES INCLUDED IN ITEM 1.0
1.2.1	1 Lot	Engineering services select and purchase the generator AVR, monitoring, and protection systems needed for the application.
1.2.2	1 Lot	Engineering services to configure the DECS-400 and generator protection relay per the generator OEM specification.
1.2.3	1 Lot	Engineering services to configure the PLC communications to the DECS-400.
1.2.4	1 Lot	Engineering services to add HMI screens for generator monitoring and AVR system parameters.
1.2.5	1 Lot	Engineering and Drafting services to include the Generator AVR, monitoring, and protection systems in the Petrotech drawings for the customer to have one complete set of drawings for the turbine-generator.

DETAILED SCOPE OF SUPPLY
ITEM 2.0 – ADDITIONAL RTDs ADDED TO SEL-700G

ITEM	QTY.	DESCRIPTION
2.1		GOODS INCLUDED IN ITEM 2.0
2.1.1	1 Lot	Wire, terminals, wire markers, etc to wire the additional eight (8) RTDs that are currently wired only to the existing switch and panel meter to the Schweitzer SEL-700G1+ protection relay. Note: The relay has 10 RTD inputs.
2.2		SERVICES INCLUDED IN ITEM 2.0
2.2.1	1 Lot	Engineering services to include the additional RTDs in the panel design and wiring diagrams.
2.2.2	1 Lot	Engineering services to add the additional RTDs to the HMI screens.
2.2.3	1 Lot	Drafting services to include the RTDs in the drawing package.
2.2.4	1 Lot	Field installation services to wire the additional RTDs to the protection relay.
2.2.5	1 Lot	Commissioning services to loop check the additional RTDs.

Section 2. Commercial

Pricing

Base price includes the following items:

Item 1.0 Change Excitation Control System from New PPT to SCT-PPT Retrofit Kit as defined by Detailed Scope of Supply, Item 1.0.

DEDUCT for Item 1.0: <\$40,489.00>

Item 2.0 Eight (8) additional RTDs added to SEL-700G1+ as defined by Detailed Scope of Supply, Item 2.0.

Price Item 2.0: \$ 3,350.00

Shipment

No Change to Contract Delivery

Currency

All currency listed in this proposal is U.S. Dollars

Proposal Validity

30 days

Shipping Terms

Per Current Contract

Crating Instructions

☒ DOMESTIC ☐ SEA ☐ AIR ☐ UNCRATED

Payment Terms

Per Current Contract

Terms and Conditions

Per Current Contract.

Warranty

Per Current Contract.

Taxes

Per Current Contract.

Additional Work

Any additional work, including delays caused by factors out of Petrotech's control, shall be billed on a Time & Material basis in accordance with Petrotech published service rates.

Confidentiality

This proposal is an offer to sell. It is a commercial response to provide specific application information and documentation. This offer is considered confidential and may contain forward-looking statements or proprietary information. By acceptance of the proposal, purchaser agrees to maintain vendor confidentiality, not distribute beyond purchaser's company or its assigns, or reuse in whole or part beyond the scope the original purchase realization.

Section 3. Literature/Attachments

Proposal Request CO 1

Meeting Date: 10/09/2017

Information

Subject

Motion to go into closed session in accordance with Iowa Code Section 21.5(1)(c) to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation

Information

Roll call to go into closed session is in order.

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 10/09/2017

Information

Subject

Consider motion to go into closed session in accordance with Iowa Code Section 21.5(1)(j) to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property

Information

Roll call is in order to go into closed session in accordance with Iowa Code Section 21.5(1)(j).

Fiscal Impact

Attachments

No file(s) attached.
