

INDIANOLA MUNICIPAL UTILITIES



Electric • Telecommunications • Water

**IMU Board of Trustees of the
Electric, Water and Telecommunications Utilities
November 12, 2018
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 November 5, 2018
 - B. Minutes from October 22, 2018
5. Electric Utility Action Items
 - A. Consider change order #3 in an amount of \$1,200.00 from Hildreth Construction Services Project #5 for the 2018 Line Shop Project - revised contract \$259,180.75
6. Electric Utility Informational Items
7. Water Utility Action Items
 - A. Authorization for Warren Water to serve IMU customer - 11425 90th Avenue
 - B. 2018 Water Plant Update
 1. Resolution ordering construction of public improvements and fixing a date for hearing (December 10, 2018) and taking of bids (December 5, 2018)
8. Water Utility Informational Items
9. Communications Utility Action Items

- A. Consider changes orders #1, 2 and 3 in an amount of \$7,640 for the IMU Customer Service Remodeling at 210 W. 2nd - revised contract \$101,445
- B. Consider authorizing IMU Fiber to enter into a five year contract with REDiTECH/Gregg Young Auto Group for a 100Mb circuit between 3001 N. Jefferson, Indianola Iowa and 666 Walnut Street, Des Moines, Ia for \$400/month plus initial installation fees
- 10. Communications Utility Informational Items
- 11. Combined Electric, Water and Communications Utilities Action Items
 - A. Consider rescheduling the December 24, 2018 Trustee meeting
- 12. Combined Electric, Water and Communications Utilities Informational Items
 - A. Report on the annual audit progress
- 13. 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
- 14. Adjourn

IMU Regular Downstairs
Meeting Date: 11/12/2018

4.A.

Information

Subject

Claims list for November 5, 2018

Information

Fiscal Impact

Attachments

Claims

Telecom Claims

Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount
WATER OPERATING FUND				
ACCO UNLIMITED CORP.	600-8120-63410	MATERIALS	10/24/2018	324.00
ACCO UNLIMITED CORP.	600-8110-65010	LIQUID CHLORINE	10/24/2018	1,377.16
CASUAL RAGS	600-8110-61810	IMU TEE SHIRTS	10/16/2018	537.34
CORE & MAIN	600-8150-65072	MATERIALS	10/08/2018	1,125.00
CR SERVICES	600-8150-65072	WHITE MARKING PAINT, RAIN PANTS	10/15/2018	117.02
DES MOINES REGISTER MEDIA	600-8190-64020	BT MIN-08	09/30/2018	33.28
DES MOINES REGISTER MEDIA	600-8190-64020	BT MIN-09	09/30/2018	30.74
DOWNEY TIRE PROS	600-8160-63320	SERVICE CALL - TIRE REPAIR	10/24/2018	206.94
DUST PROS JANITORIAL	600-8120-64090	OCTOBER SCRUB AND BUFF	10/05/2018	180.00
DUST PROS JANITORIAL	600-8120-65070	HAND TOWELS, TOILET TISSUE AND EAR PLUGS	10/10/2018	164.45
HACH COMPANY	600-8110-65012	LAB SUPPLIES	10/25/2018	1,218.33
IMWCA	600-8180-61599	AUDIT PREMIUM	10/12/2018	557.81
IOWA ONE CALL	600-8110-64990	WA-LOCATING NOTIFICATION/388 TICKETS	10/10/2018	349.20
JMK LAWN CARE	600-8120-64872	SEPTEMBER CONTRACT MOWING	09/26/2018	820.00
KELLER'S GARAGE	600-8160-63320	INSTALLED NEW SPRINGS - 2008 FORD F150	09/07/2018	1,374.15
KEYSTONE LABORATORIES IN	600-8110-64990	WATER ANALYSIS	10/11/2018	28.00
MCCOY HARDWARE INC	600-8150-65072	BATTERIES FOR LOCATER	10/14/2018	14.39
MCCOY HARDWARE INC	600-8150-65072	SHOVEL, SIGN	10/16/2018	28.77
MENARDS	600-8120-65070	LED SHOP LIGHT 5000LM	10/09/2018	49.98
MUNICIPAL ENERGY AGENCY	600-8110-63710	PURCHASED POWER - SEPT 18 (WELL KWH)	10/08/2018	1,190.27
MUNICIPAL SUPPLY INC	600-8150-65072	4" OVERSIZED MJ CAP L/ACC	10/09/2018	86.00
MUNICIPAL SUPPLY INC	600-8150-65072	MATERIALS	10/23/2018	626.25
MUTUAL OF OMAHA	600-8180-61550	LIFE, AD&D, LTD, STD	10/01/2018	227.94
MUTUAL OF OMAHA	600-8180-61550	LIFE, AD&D, LTD, STD	09/01/2018	227.94
NAPA AUTO PARTS	600-8120-63410	BELTS (3)	10/23/2018	99.47
O'REILLY AUTO PARTS	600-8160-63320	INDICATOR	10/05/2018	6.49
PIERCE BROTHERS REPAIR	600-8120-63410	WELD TABS ON THACHER	10/01/2018	38.00
SANTI, STEPHANIE	600-8190-66990	REFUND SRM THEY DIDN'T USE	10/10/2018	25.00
SHULL, DOUG	600-8190-64990	TREASURER CONTRACT	10/18/2018	15.84
STATE HYGENIC LABORATORY	600-8110-64990	BACTEE SAMPLES	09/30/2018	539.00
THEISEN'S	600-8120-65070	JANITORIAL SUPPLIES	10/27/2018	24.41
U.S. CELLULAR	600-8110-63730	CELL PHONES - 4	10/12/2018	175.49
WARREN COUNTY ENGINEER	600-8160-65050	FUEL DISTRIBUTION	10/03/2018	689.24
WASTE MANAGEMENT OF IOW	600-8120-64090	TRASH	09/26/2018	34.71
Total WATER OPERATING FUND:				12,542.61
IMU ADMINISTRATION FUND				
CAPITAL EXPRESS	620-8090-65080	CAPITAL EXPRESS FOR WATERWORKS PERIOD ENDING ON 9/	09/27/2018	43.41
CITY OF INDIANOLA - UTILITY	620-8090-63710	210 W 2ND UTILITY BILL	10/31/2018	212.60
DES MOINES WATER WORKS	620-8090-65080	DES MOINES WATER WORKS SEPTEMBER POSTAGE	10/10/2018	3,138.27
IMWCA	620-8091-61599	AUDIT PREMIUM	10/12/2018	650.77
IMWCA	620-8090-61599	AUDIT PREMIUM	10/12/2018	464.84
INFOMAX OFFICE SYSTEMS IN	620-8091-64990	J0613 - IMU ADMIN	10/01/2018	56.50
MID AMERICAN ENERGY CO.	620-8090-63710	90610-25056 210 W 2ND	10/17/2018	13.45
MUTUAL OF OMAHA	620-8090-61550	LIFE, AD&D, LTD, STD	10/01/2018	188.21
MUTUAL OF OMAHA	620-8090-61550	LIFE, AD&D, LTD, STD	09/01/2018	188.21
NOLASOFT DEVELOPMENT	620-8091-64990	QUARTERLY WEB SITE HOSTING - IMU	09/17/2018	120.00
PELLA PRINTING	620-8090-64140	I&I PAPER	10/15/2018	107.00
PITNEY BOWES	620-8090-65070	PITNEY BOWES POSTAGE RED INK	10/15/2018	331.47
PITNEY BOWES	620-8090-65070	PITNEY BOWES POSTAGE CLEANING KITS	10/15/2018	99.98
RECORD-HERALD AD CONTRA	620-8090-64020	PROJECT SHARE	09/18/2018	252.05
RECORD-HERALD AD CONTRA	620-8090-64020	LIHEAP AD	09/18/2018	171.30
T.R.M. DISPOSAL LLC	620-8090-64090	NOV TRM BILL ACCT#4019	10/24/2018	40.00
Total IMU ADMINISTRATION FUND:				6,078.06

Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount
ELECTRIC OPERATING FUND				
A-TEC ENERGY	630-8290-67306	3RD QTR 2018 AGREEMENT	10/22/2018	154.08
BANKERS TRUST COMPANY	630-8290-64500	2015 EL REVENUE REFUNDING CLN MANAGEMENT FEE	10/11/2018	73.20
BANKERS TRUST COMPANY	630-8290-64500	2017 SERIES C FINANCIAL MANAGEMENT FEES	10/11/2018	1,083.27
BORDER STATES INDUSTRIES	630-8250-64200	ANNUAL METER TESTING	10/09/2018	3,725.00
CITY OF INDIANOLA - REBATE	630-8290-67306	COMMERCIAL LIGHTING	09/17/2018	5,000.00
CITY OF INDIANOLA - REBATE	630-8290-67306	#7-26-401-02, MCVAY CENTRAL AIR	09/24/2018	200.00
DES MOINES REGISTER MEDIA	630-8190-64020	BT MIN-08	09/30/2018	126.11
DES MOINES REGISTER MEDIA	630-8190-64020	BT MIN-09	09/30/2018	116.41
DITCH WITCH - IOWA INC	630-8250-65072	LOCATOR REPAIR	09/25/2018	255.36
DUST PROS JANITORIAL	630-8220-64090	MONTHLY CLEANING - OCTOBER - ADMIN/ELECTRIC	10/15/2018	1,177.00
DUST PROS JANITORIAL	630-8220-64090	JANITORIAL SUPPLIES	10/15/2018	30.62
DUST PROS JANITORIAL	630-8220-64090	JANITORIAL SUPPLIES	10/15/2018	97.93
DUST PROS JANITORIAL	630-8220-64090	JANITORIAL SUPPLIES	10/15/2018	45.64
G&G LAWN CARE & LANDSCAPE	630-8250-65072	REPAIRS TO YARD AT 105 WEST 3RD	10/09/2018	495.00
IMWCA	630-8280-61599	AUDIT PREMIUM	10/12/2018	1,394.51
INFOMAX OFFICE SYSTEMS IN	630-8290-64990	J1730 - IMU ELECTRIC	10/01/2018	172.86
IOWA ONE CALL	630-8240-65990	EL-LOCATING NOTIFICATION - 372 TICKETS	10/10/2018	334.80
JMK LAWN CARE	630-8250-64990	SEPTEMBER - MOWING CONTRACT - ELECTRIC	10/01/2018	700.00
MID AMERICAN ENERGY	630-8290-67306	IMU ADUIT PARTNERSHIP	10/22/2018	125.35
MID AMERICAN ENERGY CO.	630-8210-63710	80950-24015 PLANT GAS	10/17/2018	26.90
MID AMERICAN ENERGY CO.	630-8210-63710	52390-25019 BOILER GAS	10/17/2018	579.79
MID AMERICAN ENERGY CO.	630-8210-63710	07991-36014 11634 R63 HWY	10/11/2018	10.00
MUNICIPAL ENERGY AGENCY	630-8230-63990	WIND & LANDFILL GAS ATRIBUTES - SEPT 18	10/08/2018	32,487.00
MUNICIPAL ENERGY AGENCY	630-8230-63992	TRANSMISSION - SEPT 18	10/08/2018	71,683.77
MUNICIPAL ENERGY AGENCY	630-8230-63991	IND TRANS SYSTEM OPERATOR CHARGE - SEPT 2018	10/08/2018	5,141.54
MUNICIPAL ENERGY AGENCY	630-8200-45629	20% 69KV 30.9 CREDIT/ADMIN FEE - SEPT 18	10/08/2018	9,651.85-
MUNICIPAL ENERGY AGENCY	630-8230-63991	PURCHASED POWER - SEPT 18 (NET ELECTRIC)	10/08/2018	776,514.28
MUTUAL OF OMAHA	630-8280-61550	LIFE, AD&D, LTD, STD	10/01/2018	551.09
MUTUAL OF OMAHA	630-8280-61550	LIFE, AD&D, LTD, STD	09/01/2018	551.08
NORWALK READY-MIXED CON	630-8250-65072	CONCRETE FOR SIDEWALK REPAIRS	10/04/2018	270.75
OVERHEAD DOOR COMPANY	630-8220-63100	REPLACE OVERHEAD DOOR AT S B ST	10/05/2018	1,059.30
PAC-VAN INC	630-8250-64990	TEMP OFFICE SPACE	10/18/2018	481.80
QUALITY PEST CONTROL	630-8220-63100	GENERAL PEST CONTROL	10/05/2018	76.62
SHULL, DOUG	630-8290-64990	TREASURER CONTRACT	10/18/2018	60.00
TRINITY CONSULTANTS INC	630-8210-64900	TITLE V CONSULTING	09/26/2018	88.88
U.S. CELLULAR	630-8240-63730	CELL PHONES - 9	10/12/2018	394.86
VERMEER SALES & SERVICE	630-8260-65072	TREADED BALL ADAPTER - VAC MACHINE	10/15/2018	193.56
WARREN COUNTY ENGINEER	630-8260-65050	FUEL DISTRIBUTION	10/03/2018	1,431.19
WESCO	630-8240-65500	FR JEANS	10/02/2018	337.05
WESCO	630-8240-65500	FR JEANS	09/27/2018	1,909.95
WESCO	630-8240-65500	FR JEANS	09/27/2018	1,067.33
WESCO	630-8250-65072	CABLE CUTTERS	10/02/2018	416.93
WESCO	630-8240-65500	FR JEANS	10/02/2018	617.93
WESCO	630-8250-65072	REPAIR ON PHASING METER	10/10/2018	462.24
Total ELECTRIC OPERATING FUND:				902,069.13

FIBER/COMMUNICATIONS FUND

BANKERS TRUST COMPANY	640-8590-64500	2017 SERIES C FINANCIAL MANAGEMENT FEES	10/11/2018	636.21
DES MOINES REGISTER MEDIA	640-8590-64020	BT MIN-08	09/30/2018	15.76
DES MOINES REGISTER MEDIA	640-8590-64020	BT MIN-09	09/30/2018	14.55
IMWCA	640-8590-61599	AUDIT PREMIUM	10/12/2018	557.81
INFOMAX OFFICE SYSTEMS IN	640-8550-64990	J0613 - IMU NS ADMIN	10/01/2018	217.92
MUTUAL OF OMAHA	640-8590-61550	LIFE, AD&D, LTD, STD	10/01/2018	234.92
MUTUAL OF OMAHA	640-8590-61550	LIFE, AD&D, LTD, STD	09/01/2018	234.92
SHULL, DOUG	640-8590-64990	TREASURER CONTRACT	10/18/2018	7.50
U.S. CELLULAR	640-8550-63730	CELL PHONES -3	10/12/2018	129.86

Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount
WARREN COUNTY ENGINEER	640-8550-65050	FUEL DISTRIBUTION	10/03/2018	127.43
Total FIBER/COMMUNICATIONS FUND:				2,176.88
WATER CAPITAL PROJECTS FUND				
J & K CONTRACTING LLC	700-8100-67406	BOSTON & I ST PROJECT	10/16/2018	87,928.20
METERING & TECHNOLOGY SO	700-8100-67905	METERS	10/24/2018	3,385.45
MUNICIPAL SUPPLY INC	700-8100-67906	MATERIALS	10/09/2018	723.00
VEENSTRA & KIMM	700-8100-67402	SOFTENING AND RECARB TANKS	10/26/2018	1,100.60
VEENSTRA & KIMM	700-8100-67406	2018 WATER MAIN	10/26/2018	4,599.77
Total WATER CAPITAL PROJECTS FUND:				97,737.02
ELECTRIC CAPITAL PROJECTS FUND				
BEAR COMMUNICATIONS LLC	730-8200-67601	FIBER SERVICE DROPS	10/20/2018	12,724.30
BORDER STATES INDUSTRIES	730-8200-67906	CT'S, HPS BULBS, PED LOCKS	10/10/2018	981.48
MUNICIPAL ENERGY AGENCY	730-8200-45629	80% 69 KV 30.9 CREDIT/ADMIN FEE - SEPT 18	10/08/2018	38,607.41-
TEAM SERVICES INC	730-8200-67909	NEW LINE SHOP TESTING	10/10/2018	384.50
TERRY-DURIN CO.	730-8200-67601	LED LIGHTS	10/15/2018	1,000.00
WALDINGER CORP. THE	730-8200-67909	NEW LINE SHOP - TRENCH DRAIN WORK - PLUMBING FIXTURE	06/22/2018	26,340.07
WASTE SOLUTIONS OF IA	730-8200-67909	PORTABLE RESTROOMS	10/08/2018	127.20
WESCO	730-8200-67906	MATERIALS 69KV LINE	09/25/2018	341.65
WESCO	730-8200-67906	SINGLE PHASE TRANSFORMER BASEMENTS	09/25/2018	2,610.80
WESCO	730-8200-67906	1/0 SPLICE CONNECTOR	10/02/2018	25.15
WESCO	730-8200-67906	PHOTO CONTROLS	10/02/2018	255.73
WESCO	730-8200-67906	HOUSE KNOBS - YELLOW MARKING TAPE	10/04/2018	90.20
WESCO	730-8200-67906	TRENCH SCARE TAPE	10/04/2018	103.15
WESCO	730-8200-67906	PHOTO CONTROLS	10/12/2018	511.46
WESCO	730-8200-67906	LOCATE PAINT - RED	10/16/2018	270.92
WESCO	730-8200-67906	1/0 PRIMARY TERM	10/16/2018	441.05
WESCO	730-8200-67906	1/0 SPLICES	10/02/2018	47.08
Total ELECTRIC CAPITAL PROJECTS FUND:				7,647.33
CASH ALLOCATION FUND				
MATHES, KATHY	999-0000-11005	REFUND CREDIT ON ACCT	10/20/2018	50.34
Total CASH ALLOCATION FUND:				50.34
Grand Totals:				1,028,301.37

Board of Trustees: _____

AP Check Preview

Date Range: All Dates

Indianola Municipal Utilities

Thursday, November 1, 2018
2:54:11 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										
Audio Labs - VEND-1069										
	11/11/2018	Monitor Install - NOC	Net 30	932.80	0.00	15.00	932.80	932.80	AL 972	BL-1171
							932.80	932.80		
Brick Gentry P.C. - VEND-1004										
	11/24/2018	Legal Services, Telecom Building and Fiber Se	Net 30	180.00	0.00	15.00	180.00	180.00	288968	BL-1195
							180.00	180.00		
Burgin Drapery Workroom - VEND-1076										
	12/1/2018	Shades for Telecom Building	Net 30	1,543.36	0.00	15.00	1,543.36	1,543.36	IMU Telecom Building	BL-1196
							1,543.36	1,543.36		
Casual Rags - VEND-1006										
	11/24/2018	Ripperger-Uniform	Net 30	239.62	0.00	15.00	239.62	239.62	152437	BL-1172
							239.62	239.62		
Cintas Corporation - VEND-1007										
	11/11/2018	First Aid and PPE Supplies	Net 30	42.88	0.00	15.00	42.88	42.88	8403857162	BL-1173
							42.88	42.88		
City Of Indianola - VEND-1008 - BL-1197										
	12/5/2018	To Reimburse 110518 Caselle Telecom Activit	Net 30	2,176.88	0.00	15.00	2,176.88	2,176.88	110518 Caselle Activity	BL-1197
							2,176.88	2,176.88		
Connect Des Moines LLC - VEND-1030										
	11/14/2018	666 Walnut MRC/NRC Fees, Nov 18 to Apr 19	Net 30	4,170.00	0.00	15.00	4,170.00	4,170.00	25264	BL-1175
							4,170.00	4,170.00		
DDVI Inc. - VEND-1046										
	11/11/2018	Telecom Building Pay App #5	Net 30	25,420.10	0.00	15.00	25,420.10	25,420.10	Pay App #5	BL-1176
							25,420.10	25,420.10		
Dust Pros Janitorial - VEND-1011										
	11/19/2018	October Office Cleaning	Net 30	856.00	0.00	15.00	856.00	856.00	1956	BL-1177
							856.00	856.00		
ECHO Group, Inc - VEND-1061										

AP Check Preview

Date Range: All Dates

Indianola Municipal Utilities

Thursday, November 1, 2018

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Vendor	Due Date	Notes	Terms	Bill Total	Discount	Interest	Amount Due	Payment	Invoice Number	Bill Number
	11/2/2018	1" PVC Conduit	Net 30	520.16	0.00	15.00	520.16	520.16	S7791982.001	BL-1198
	11/8/2018	1/2" CAR PVC LB BODY	Net 30	451.56	0.00	15.00	451.56	451.56	S7799325	BL-1199
							971.72	971.72		
Global Equipment Company Inc - VEND-1032										
	11/15/2018	Flammable Cabinet	Net 30	809.26	0.00	15.00	809.26	809.26	113348624	BL-1179
							809.26	809.26		
ImOn Communications LLC - VEND-1072										
	10/31/2018	Installation & Activation Costs	Net 30	17,692.00	0.00	15.00	17,692.00	17,692.00	INV0029542	BL-1180
							17,692.00	17,692.00		
Indianola Chamber Of Commerce - VEND-1073										
	12/9/2018	Living in Indianola - Sept 2018	Net 30	425.00	0.00	15.00	425.00	425.00	3874	BL-1181
							425.00	425.00		
Innovative Systems - VEND-1048										
	11/23/2018	eLation Telecom Billing Training	Net 30	1,012.43	0.00	15.00	1,012.43	1,012.43	39728	BL-1182
							1,012.43	1,012.43		
Interstate Power Systems Inc - VEND-1033										
	11/4/2018	Diagnostic/Tech Services	Net 30	302.10	0.00	15.00	302.10	302.10	R012061967:02	BL-1200
							302.10	302.10		
Iowa One Call - VEND-1015										
	11/9/2018	Locate Notifications - 205	Net 30	184.50	0.00	15.00	184.50	184.50	206113	BL-1183
							184.50	184.50		
Mahaska Communications Group - VEND-1017										
	10/31/2018	Fiber Drop Installs	Net 30	3,373.55	0.00	15.00	3,373.55	3,373.55	10023	BL-1184
							3,373.55	3,373.55		
Mid American Energy Co - VEND-1018										
	11/16/2018	110 S B Utilities	Net 30	62.53	0.00	15.00	62.53	62.53	501829018	BL-1185
							62.53	62.53		
Overhead Door Co. Of Des Moines Inc. - VEND-1056										
	11/4/2018	Replace Overhead Door @ 110 S B	Net 30	1,059.30	0.00	15.00	1,059.30	1,059.30	80957	BL-1203
							1,059.30	1,059.30		
Parker Signs & Graphics Inc - VEND-1074										

AP Check Preview

Date Range: All Dates

Indianola Municipal Utilities

Thursday, November 1, 2018

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Vendor	Due Date	Notes	Terms	Bill Total	Discount	Interest	Amount Due	Payment	Invoice Number	Bill Number
	11/14/2018	Telecom Building, Entry Door Lettering	Net 30	93.00	0.00	15.00	93.00	93.00	1733	BL-1186
							93.00	93.00		
Patriot Communications LLC - VEND-1036										
	11/27/2018	Site Surveys - 220	Net 30	26,500.00	0.00	15.00	26,500.00	26,500.00	1537	BL-1187
							26,500.00	26,500.00		
Power & Tel - VEND-1037										
	11/3/2018	Fiber Maintenance	Net 30	2,024.39	0.00	15.00	2,024.39	2,024.39	6539969-00	BL-1188
	11/10/2018	Fiber Maintenance	Net 30	108.93	0.00	15.00	108.93	108.93	6543851-00	BL-1189
	11/15/2018	Materials & Supplies	Net 30	161.27	0.00	15.00	161.27	161.27	6512719-00	BL-1190
	11/24/2018	Silicone Sealant	Net 30	111.72	0.00	15.00	111.72	111.72	6554607-00	BL-1201
							2,406.31	2,406.31		
The Extinguisher Company - VEND-1071										
	11/28/2018	2018 Annual Inspection	Net 30	258.94	0.00	15.00	258.94	258.94	2018 Annual Inspection	BL-1178
							258.94	258.94		
Tower Distribution Company - VEND-1077										
	11/30/2018	WHO-TV 13 Subscription	Net 30	3.40	0.00	15.00	3.40	3.40	717065	BL-1204
	11/30/2018	WGN Subscription	Net 30	0.33	0.00	15.00	0.33	0.33	717064	BL-1205
							3.73	3.73		
Vanderpool Plumbing & Heating - VEND-1066										
	11/7/2018	Eye Wash Station	Net 30	269.23	0.00	15.00	269.23	269.23	Telecom Building	BL-1191
							269.23	269.23		
Wisconsin Independent Network, LLC - VEND-1067										
	12/1/2018	2 Gb Ethernet Circuit	Net 30	2,129.30	0.00	15.00	2,129.30	2,129.30	34110	BL-1206
							2,129.30	2,129.30		
Check Count: 26				Totals:			\$93,114.54	\$93,114.54		

IMU Regular Downstairs

4.B.

Meeting Date: 11/12/2018

Information

Subject

Minutes from October 22, 2018

Information

Fiscal Impact

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Minutes

BOARD OF TRUSTEE MINUTES
REGULAR SESSION – OCTOBER 22, 2018

The Board of Trustees met in regular session at 5:30 p.m. on October 22, 2018 in the City Hall Council Chambers. Chairperson Adam Voigts called the meeting to order and on roll call the following members were present: Lesley Forbush, Mike Rozga and Adam Voigts. Absent: Jim McClymond and Deb White.

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

Claims list for October 15, 2018

Minutes from October 8, 2018

August 2018 Treasurer and Financial Reports

Electric Utility Action Items

Change order #1 in an amount of (\$1,200.00) for the 2018 Line Shop Project #4 – Overhead Doors was approved on a motion by Forbush and seconded by Rozga. Question was called for and on voice vote the Chairperson declared the motion carried unanimously.

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

Water Utility Action Items

Forrest Aldrich, Veenstra and Kimm, presented the 2018 Water Plant Update. It was the consensus of the Board to move forward with this project.

Water Utility Informational Items – Lou Elbert, Water Superintendent, presented the Water Utility Informational items.

Communications Utility Action Items

The proposal from Maple Creek Construction in an amount of \$95,355 to remodel the building at 210 W. 2nd was approved on a motion by Rozga and seconded by Forbush subject to legal review. The Board requested to have more than one quote for projects in the future. Question was called for and on voice vote the vote was, AYES: Forbush and Rozga. NAYS: None. ABSENT: McClymond and White. ABSTAINED: Voigts. Chairperson declared the motion carried unanimously.

Community Utility Informational Items - Telecommunications Director Kurt Ripperger presented an updated report on the Communications Utility Informational items.

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

Other Items

It was moved by Rozga and seconded by Forbush to approve paying Kurt Ripperger, Telecommunications Director, for 86 hours of vacation more than the 160 hours of carryover, in accordance with IMU Personnel Management Guide Chapter 6.2, due to job demands and challenges for the FFTH Project. Question was called for and on voice vote the Chairperson declared the motion carried unanimously.

A motion was made by Rozga and seconded by Forbush to approve a reimbursement to Skye McBroom, Technical Support Specialist, for tuition reimbursement in an amount of \$896.95 in accordance with Chapter 8.2 of the IMU Personnel Management Guide. Question was called for and on voice vote the Chairperson declared the motion carried unanimously.

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

It was moved by Forbush and seconded by Rozga to return to regular session. On roll call the vote was, AYES: Voigts, Rozga and Forbush. NAYS: None. ABSENT: McClymond and White. Whereupon the Chairperson declared the motion carried unanimously.

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

Adam Voigts, Chairperson

Diana Bowlin, City Clerk

Meeting Date: 11/12/2018

Information

Subject

Consider change order #3 in an amount of \$1,200.00 from Hildreth Construction Services Project #5 for the 2018 Line Shop Project - revised contract \$259,180.75

Information

In your packet is change order #3 in an amount of \$1,200 from Hildreth Construction, Project #5 Interior Office and Exterior Accessories. The change order is to dye and polish the meter room in the new line shop building.

The specs original called for the concrete to just be sealed but this room will be used on a daily basis and this will make it look better. Staff has made the decision to move forward with this change order. They had a crew on site this week to complete the work and if we didn't do it while they were here, the price would have gone up due to mobilization.

Simple motion is in order.

Fiscal Impact

Attachments

Change Order



AIA® Document G701™ – 2017

Change Order

PROJECT: (Name and address)
Indianola Municipal Utilities
1300 East Iowa Avenue, Indianola, IA

CONTRACT INFORMATION:
Contract For: WP05
Date: 2/26/2018

CHANGE ORDER INFORMATION:
Change Order Number: 003
Date: 11/6/2018

OWNER: (Name and address)
Indianola Municipal Utilities
111 South Buxton, PO Box 356,
Indianola, IA 50125

ARCHITECT: (Name and address)
Ethos Design Group, LLC
119 Second Street, PO Box 169, Polk
City, IA 50226

CONTRACTOR: (Name and address)
Hildreth Construction Services LLC
8449 Buchanan Trail, Norwalk, IA 50211

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

1) Added cost to polish and dye the Meter Room floor in lieu of Sealed Concrete. \$1,200

The original Contract Sum was	\$ 259,325.00
The net change by previously authorized Change Orders	\$ -1,344.25
The Contract Sum prior to this Change Order was	\$ 257,980.75
The Contract Sum will be increased by this Change Order in the amount of	\$ 1,200.00
The new Contract Sum including this Change Order will be	\$ 259,180.75
The Contract Time will be increased by Zero (0) days.	
The new date of Substantial Completion will be	

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

_____ ARCHITECT (Firm name)	<u>Hildreth Const. Serv.</u> _____ CONTRACTOR (Firm name)	_____ OWNER (Firm name)
_____ SIGNATURE	<u>[Signature]</u> _____ SIGNATURE	_____ SIGNATURE
_____ PRINTED NAME AND TITLE	<u>Mark Hildreth</u> _____ PRINTED NAME AND TITLE	_____ PRINTED NAME AND TITLE
_____ DATE	<u>11-6-18</u> _____ DATE	_____ DATE

Meeting Date: 11/12/2018

Information

Subject

Authorization for Warren Water to serve IMU customer - 11425 90th Avenue

Information

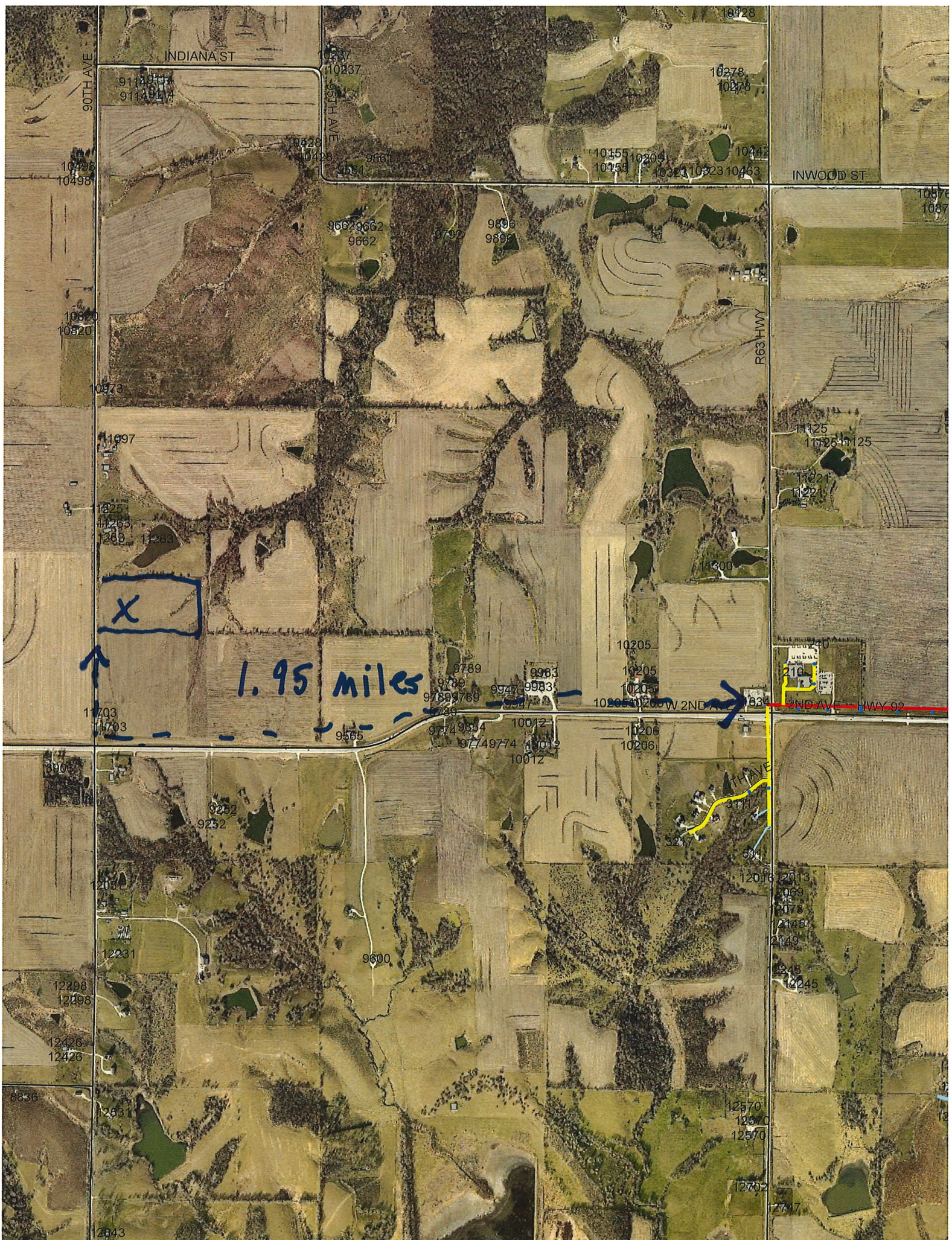
IMU has received a request from a residential to be served by Warren Water District (WWD) although the property is technically within the IMU service territory. Due to geographic barriers and a 1.95 mile main extension required to serve this customer, and an approximate cost of over \$500,000 to serve them. Superintendent Lou Elbert is recommending that the Board approve a waiver for WWD to serve the property located at 11425 90th Avenue. A map is included to show the location of the property, WWD's main locations and IMU's main location.

Simple motion is in order.

Fiscal Impact

Attachments

Map



IMU Regular Downstairs
Meeting Date: 11/12/2018

7.B.

Information

Subject
2018 Water Plant Update

Information

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 11/12/2018

Information

Subject

Resolution ordering construction of public improvements and fixing a date for hearing (December 10, 2018) and taking of bids (December 5, 2018)

Information

In your packet is the resolution ordering construction of the 2018 Water Plant Update and setting a date for hearing, December 10, 2018 and taking of bids, December 5, 2018. The work to be done is as follows:

Softening and re-carbonation tank re-coating

Construct softening and re-carbonation tank re-coating, including all labor, materials and equipment necessary to fully blast and re-coat the interior and exterior of the two lime softening tanks, single re-carbonation tank, and exterior of raw water process piping and miscellaneous associated work, including cleanup.

Roll call is in order.

The following is a proposed schedule:

- November 13, 2018 - V& sends Notice to Bidders to Construction Update Network
- November 13, 2018 - City sends Notice to Bidders to League of Cities and post on website
- November 29, 2018 - Publish notice of Public Hearing
- December 5, 2018 - Receive and open bids
- December 10, 2018 - Public hearing and award of contract
- January 8, 2019 - Begin construction
- May 17, 2019 - Project completion

Fiscal Impact

Attachments

Resolution

The Meeting was called to order by Adam Voigts, Chair, and on roll call the following Board members were

Present:

Absent:

Board Member _____ introduced the following Resolution entitled "RESOLUTION ORDERING CONSTRUCTION OF CERTAIN PUBLIC IMPROVEMENTS (2018 Water Plant Update Project) AND FIXING A DATE FOR HEARING (December 10, 2018) AND TAKING OF BIDS (December 5, 2018)", and moved that it be adopted. Board Member _____ seconded the motion to adopt. The roll was called and the vote was,

AYES:

NAYS:

Whereupon, the Chair declared the following resolution duly adopted:

RESOLUTION NO. 2018-_____
RESOLUTION ORDERING CONSTRUCTION OF
CERTAIN PUBLIC IMPROVEMENTS AND
FIXING A DATE FOR HEARING AND TAKING OF BIDS

WHEREAS, the Board of Trustees deems it advisable and necessary to make certain public improvements for the Indianola Municipal Utilities described in general as:

2018 Water Plant Update Project – Softening and Re-Carbonation Tank Re-Coating for Indianola Municipal Utilities, Indianola, Iowa.

and has caused to be prepared plans, specifications and form of contract together with an estimate of costs which are now on file in the office of the City Clerk and open to the public and the plans, specifications and form of contract are deemed suitable for the public improvements, and

WHEREAS, the plans, specifications and form of contract and estimate of cost may be adopted in a contract for the making of the public improvements, and it is necessary pursuant to Chapter 384, Code of Iowa, as amended, to hold a public hearing and to advertise for bids,

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

Section 1. That the Board of Trustees determines that it is necessary and advisable to make certain public improvements described as:

2018 Water Plant Update Project – Softening and Re-Carbonation Tank Re-Coating for Indianola Municipal Utilities, Indianola, Iowa.

This work package shall consist of:

Construction Softening and Re-carbonation Tank Recoating, including all labor, materials
And equipment necessary to fully blast and recoat the interior and exterior of the two
Lime softening tanks, single re-carbonation tank, and exterior of raw water process piping
And miscellaneous associated work, including cleanup.

and has caused to be prepared plans, specifications and form of contract together with an estimate of costs which are now on file in the office of the Clerk for public inspection. The plans, specifications and form of contract are deemed suitable for the public improvements. The cost of the public improvements is to be paid out of the reserves and revenue of the Indianola Municipal Utilities and by such other means as may be legally permissible.

Section 2. The amount of the bid security to accompany each bid for the supplying of the public materials, supplies and equipment shall be in the amount of 5 percent of the bid price consisting of a check drawn on and certified by an Iowa bank or a bank chartered under the laws of the United States, a cashier's check drawn on an Iowa bank or a bank chartered under the laws of the United States, a certified share draft drawn on a credit union in Iowa or chartered under the laws of the United States or a bid bond authorized and executed by a corporation authorized to contract as a surety in the State of Iowa pursuant to the provisions of Section 384.98 of the Code of Iowa.

Section 3. A public hearing on the plans, specifications, form of contract and estimated costs of the public improvements will be held in the City Council Chambers in the Indianola Municipal Building, 110 North 1st Street, Indianola, Iowa, at 5:30 p.m. on December 10, 2018, at which time and place the Board of Trustees will consider the adoption of the plans, specifications, form of contract and estimate of costs and will consider

any objections offered for the construction of the contemplated public improvements.

Section 4. Sealed proposals will be received by the Board of Trustees at the Municipal Building, Indianola, Iowa, until 2:00 p.m. on December 5, 2018. Diana Bowlin, City Clerk, is hereby authorized and directed at 2:00 p.m. on that date to open and tabulate the results of all sealed bids received. The bids will be acted upon by the Board of Trustees at its regular meeting to be held in the council chambers of the Indianola Municipal Building, Indianola, Iowa, at 5:30 p.m. on December 10, 2018, or at such later time and place as may then be fixed.

Section 5. BE IT FURTHER RESOLVED, that the City Clerk of the Indianola Municipal Utilities is hereby directed to post a notice to bidders once in a relevant contractor plan room service with statewide circulation and a relevant construction lead generating service with statewide circulation and on an internet, site sponsored by either the Indianola Municipal Utilities or a statewide association that represents the Indianola Municipal Utilities. Posting shall be not less than thirteen clear days nor more than forty-five days prior to December 5, 2018, which is hereby fixed as the date for receiving bids. The bids are to be filed prior to 2:00 P.M., on such date.

Section 6. BE IT FURTHER RESOLVED, that the City Clerk be and is hereby directed to publish notice of hearing once in the "Indianola Record Herald and Tribune", a legal newspaper, printed wholly in the English language, published at least once weekly and having general circulation in this City. Publication shall be not less than four clear days nor more than twenty days prior to the date hereinafter fixed as the date for a public hearing on the plans, specifications, form of contract and estimate of costs for the project, the hearing to be at 5:30 P.M. on December 10, 2018.

PASSED AND APPROVED this 12th day of November, 2018.

ADAM VOIGTS, CHAIR

ATTEST:

DIANA BOWLIN, CITY CLERK

IMU Regular Downstairs**9.A.****Meeting Date:** 11/12/2018

Information**Subject**

Consider changes orders #1, 2 and 3 in an amount of \$7,640 for the IMU Customer Service Remodeling at 210 W. 2nd - revised contract \$101,445

Information

In your packet are change orders #1, 2 and 3 in an amount of \$7,640 for the IMU Customer Service Remodeling project at 210 W. 2nd. Following is a breakdown of each change order.

Change order #1 - deduct one interior residential door previously quoted and add 5 commercial solid core doors with sidelight glass as indicated by architect on final plans to city building department	\$2,740.00
Change order #2 - provide and install 1 Elkay dual level ADA compliant water cooler as indicated on plans by architect. Installation to include breaking floor, replacing floor, tying vent together in the attic and running new water line from bathroom area. \$1,600 in permit fees included in original quote have been applied towards this change order.	\$1,740.00
Room 119 (Breakroom) delete carpet tile as originally quoted and provide and install ceramic plank tile choice in its place	\$3,160.00
Total	\$7,640.00

Simple motion is in order.

Fiscal Impact**Attachments**

Change Orders

#9

Maple Creek Construction, Inc.

12160 R 57 Highway
Indianola Iowa 50125-7097
515-360-0421

November 4, 2018

Customer:

Indianola Municipal Utilities
110 North 1st Street
Indianola, Iowa 50125

Change of Work Order

Scope of work to be altered from original:

- 1) Deduct 1 interior residential door previously quoted and add 5 commercial solid core doors with sidelight glass as indicated by architect on final plans to city building department

PROJECT TOTAL 2740.00

Payments to be made as follows:

With progress regular draws

Prepared by: 

Dated 11 / 4 / 18

Authorized by: _____

Dated / /

#2

Maple Creek Construction, Inc.

12160 R 57 Highway
Indianola Iowa 50125-7097
515-360-0421

November 4, 2018

Customer:

Indianola Municipal Utilities
110 North 1st Street
Indianola, Iowa 50125

Change of Work Order

Scope of work to be altered from original:

- 1) Provide and install 1 Elkay dual level ADA compliant water cooler as indicated on plans by architect. Installation to include breaking floor, replacing floor, tying vent together in the attic and running new water line from bathroom area. \$ 1600.00 in permit fees included in original quote have been applied towards this change order.

PROJECT TOTAL 1740.00

Payments to be made as follows:

With progress regular draws

Prepared by: Tom Mow

Dated 11/14/18

Authorized by: _____

Dated / /

#3

Maple Creek Construction, Inc.

12160 R 57 Highway
Indianola Iowa 50125-7097
515-360-0421

November 7, 2018

Customer:

Indianola Municipal Utilities
110 North 1st Street
Indianola, Iowa 50125

Change of Work Order

Scope of work to be altered from original:

- 1) Room 119 (Breakroom) delete carpet tile as originally quoted and provide and install ceramic plank tile choice in its place.

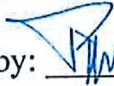
PROJECT TOTAL

3160.00

Payments to be made as follows:

With progress regular draws

Prepared by:

Dated 11 / 7 / 18

Authorized by:

Dated / /

Meeting Date: 11/12/2018

Information

Subject

Consider authorizing IMU Fiber to enter into a five year contract with REDiTECH/Gregg Young Auto Group for a 100Mb circuit between 3001 N. Jefferson, Indianola Iowa and 666 Walnut Street, Des Moines, Ia for \$400/month plus initial installation fees

Information

The Board will need to consider a five year contract wth REDiTECH/Gregg Young Auto Group for a 100 Mb circuit between 3001 N. Jefferson, Indianola, Iowa and 666 Walnut Street, Des Moines, Iowa for \$400/month plus initial installation fees. Revenue breakdown is as follows:

\$400/month x 60 months = \$24,000 (MRC)

\$435 initial install fees = \$435 (NRC)

Total five year revenue = \$24,435

Telecommunication Superintendent Kurt Ripperger recommends approval of this contract.

Simple motion is in order.

Fiscal Impact

Attachments

No file(s) attached.

IMU Regular Downstairs

11.A.

Meeting Date: 11/12/2018

Information

Subject

Consider rescheduling the December 24, 2018 Trustee meeting

Information

Fiscal Impact

Attachments

No file(s) attached.

IMU Regular Downstairs
Meeting Date: 11/12/2018

12.A.

Information

Subject

Report on the annual audit progress

Information

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 11/12/2018

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

Fiscal Impact

Attachments

No file(s) attached.
