

Lake Park Municipal Utilities
Regular Meeting
November 22, 2016

These are the minutes for the regular meeting, pending approval, for the Lake Park Municipal Utilities Board of Trustees, who met November 22, 2016 – 5:30PM – 217 Market Street. Board Members present; Jacobsen, Wittrock, Lemker, Goodell. Absent Johnson Others present; City Administrator Marie Matthiesen, Linda Treharne, Lane Sether, Andy Koob, Dick Packebush.

The regular meeting was called to order by Jacobsen at 5:30PM.

Motion by Lemker/Goodell to approve consent agenda which includes minutes for regular meeting on 11/16/16; review and approval of bills; review cash asset accounts; review budget category report; approve regular agenda- all ayes; motion carried.

Electric report provided by Sether * Water report provided by Rasche *
Gas report provided by Doeden * City Administrator report provided by Matthiesen

Koob, representing DGR Engineering, was in attendance to inform the Board the preliminary/planning phase for 2016/2017 Overhead to Underground Conversion has been completed. Motion by Lemker/Wittrock to approve Engineering Amendment #1 to enter final design, bidding and construction phases for the 2016/2017 Overhead to Underground Conversion electric project – all ayes; motion carried. He also furnished brochures on new street lights for main street; motion made by Lemker/Jacobsen to approve the Holophane North Yorkshire Aluminum Pole 20 inch Base Annapolis Crossarm Granville II LED – all ayes motion carried.

Koob explained the change order #1 for the 2015/2016 Overhead to Underground Conversion electric project of \$831.00; due to the transformers connections needing to be sorted and cleaned up by Highline Construction. Motion by Lemker/Wittrock to approve the change order #1 per DGR Engineering recommendation – all ayes; motion carried. Motion by Goodell/Lemker to approve payment #2 to Highline Construction for work completed on the 2015/2016 Overhead to Underground Conversion electric project for the amount of \$1501.95 – all ayes; motion carried.

Jacobsen had concerns about the condition of some of the main street sidewalks. Matthiesen was instructed to form a list of businesses that are in need of new sidewalks and if the City has an ordinance for replacing sidewalks. Matthiesen will report her findings at the December meeting.

Matthiesen informed the Board a resident has shown interest in installing solar panels. An application fee was discussed; motion by Lemker/Goodell to approve a \$50 application fee – all ayes; motion carried.

After discussion, the Board all agreed to install water and gas at no charge to the Cooperative Farmers Elevator building site for a new lumberyard.

Motion by Lemker/Wittrock to adjourn at 6:18PM – motion carried.

Brent Jacobsen, Chairman

Linda Treharne, Secretary/Treasurer

Bills of necessity for 11/16/2016.

<u>Payee</u>	<u>Description</u>	
Alliant	<u>TBS station</u>	\$ 18.79
Bomgaars	<u>supplies</u>	\$ 59.90
Card Service	workshop/supplies/clothing	\$ 431.34
Century Link	telephone	\$ 437.80
City of Lake Park	Administrator expense	\$ 4,669.33
City of Lake Park	Sewer/Trash	\$ 29,158.86
City of Lake Park	In Lieu of Taxes	\$ 3,885.00
City of Lake Park	internet/office/mowing	\$ 202.60
Cooperative Elevator	gas/supplies/filters	\$ 843.79
EFTPS-941	payroll taxes	\$ 7,566.24
Jason Hallman	refund deposit	\$ 430.00
Joe Hornick	HVAC rebate	\$ 1,225.00
IPERS	retirement	\$ 4,185.05
IGL Teleconnect	internet	\$ 130.00
IA. One Call	locates	\$ 23.40
LPMU	Electric Sink. Fund	\$ 16,500.00
LPMU	H S A	\$ 275.00
L&O Power	transmission/service agreement	\$ 3,236.08
Sharon Murphy	HVAC rebate	\$ 1,491.67
Osceola Rural Water	purchase water	\$ 4,153.05
Roberta Thorn	HVAC rebate	\$ 325.00
Treasurer State of IA	State withholding	\$ 1,346.00
Treasurer State of IA	Sales Tax	\$ 3,472.00
US Cellular	cell phones	\$ 154.67
Wellmark Blue Cross	health insurance	\$ 3,546.59
MRES	WAPA/S-1/Dues	\$ 54,569.45
Clayton Energy	Reservation/Commodity	\$ 27,188.00
	Total	\$ 169,505.82

Bills approved by the Board of Trustees Lake Park Municipal Utilities for 11/16/2016.

<u>Payee</u>	<u>Description</u>	
Airgas	lease	\$ 436.03
Cohrs Construction	sand/crushed concrete	\$ 540.36
Culligan	office water	\$ 23.80
DGR Engineering	engineering fees	\$ 289.00
Farm Plan	repairs/maint./postage	\$ 13.45
Greg's Electric	repairs	\$ 249.82
Groebner	meters	\$ 3,087.23
Harold K. Scholz Co.	repairs	\$ 3,816.00
Heiman Fire Equipment	maintenance	\$ 118.00
Jaycox	supplies	\$ 9.63
Kriz-Davis Co.	LED fixtures	\$ 2,129.30
Lake Park Foods	supplies	\$ 30.22
Lake Park Auto Parts	supplies	\$ 229.99
Market Street Tire	repairs	\$ 25.00
Matheson	lease	\$ 31.62
One Office Solution	supplies/maint. Contract	\$ 174.53
Plumb Supply	supplies	\$ 64.22
Pioneer Printing	envelopes	\$ 112.00
RS Stover	supplies	\$ 160.58
Mary Schmidt	labor	\$ 45.00
Skarshaug Testing	testing	\$ 63.67
Stan's Corner	gas	\$ 184.33
Williams & Company	audit	\$ 200.00

Wesco

supplies

	\$	<u>968.35</u>
Total	\$	13,002.13

October 2016 RECAP OF REVENUES & EXPENDITURES BY FUND

Electric	\$	138,802.63	\$ 103,153.39
Water	\$	22,557.04	\$ 18,078.73
Gas	\$	<u>66,169.98</u>	<u>\$ 47,800.74</u>
Total	\$	227,529.65	\$ 169,032.86