

04/14/2022

The regular meeting of the Stuart Municipal Utility Board was called to order on the above date at 5:30pm by Chairman Gulbranson (over phone). Present were Board Members Belden, Jones, Russell, and Avey. Also present were City Administrator Ashour, Utility Superintendent Howey, Deputy Clerk Morgan, Ben Stouffer, Chip Schultz, Mike Kalbach, Trevor Nelson, Dustin Foster, Bob Cook, Jeff Godwin, and Matt Funk.

Moved by Jones, seconded by Avey to approve the Consent Agenda:

- A- Approval of Regular Meeting of 03/10/2022 and Special Meeting of 03/14/2022
- B- Approval of Financial Statement as of 03/31/2022
- C- Approval of bills as presented

Roll Call: All Ayes

The Board received a letter from Xenia Rural Water regarding the water rate for water that is sold to the Stuart Utilities. The letter informed the Board that the water rate will increase 9% from \$4.01/1000 gallons purchased to \$4.40/1000 gallons purchased.

Moved by Russell, seconded by Avey to approve the new water rate increase of 9% from \$4.01 / 1000 gallons purchased to \$4.40 / 1000 gallons purchased from Xenia Rural Water.

Roll Call: All Ayes

The Board discussed the Water Purchase Agreement with Xenia Rural Water.

Utility Financial Advisor Chip Schultz with Northland Securities made a presentation to the Board regarding the potential loan terms of the USDA Loan for the Water System Improvements Project. Chip informed the Board that the length of the USDA Loan has to match the Water Purchase Agreement with Xenia Rural Water (current agreement ends 2039). Chip also presented different financing scenarios for a 40 year structure, a 25 year structure, and a 15 year structure, should the utilities want to extend their Water Purchase Agreement with Xenia Rural Water.

Moved by Gulbranson, seconded by Avey to approve wage increases for non-union Utility employees for Fiscal Year 2022-2023 as follows:

		<u>Annual or per hour increase amount</u>	
Pat Howey	4%	\$3539.35	
Ashraf Ashour	4%	\$1804.71	(Utility Share)
Michael Morgan	4%	\$905.45	(Utility Share)
Sarah Stouffer	4%	\$857.09	(Utility Share)
Nadine Avey	4%	Part Time \$0.7997 per hour	(Utility Share)
Alan Bovee	4%	Part Time \$0.5664 per hour	(Utility Share)

Effective July 1, 2022

Roll Call: Ayes: Belden, Gulbranson, Russell, Avey
Nays: Jones

Motion Carried

The Board discussed the SLFRF Covid Relief Funds (ARPA Funds).

City Administrator Ashour informed the Board that there will be a tentative joint meeting between the City Council and the Utility Board scheduled for April 27, 2022 at 6:00pm to discuss the SLFRF Covid Relief Funds (ARPA Funds).

The Board approved the Monthly Reports submitted by City Administrator Ashour which included the Financial Report, Delinquent Account Report, Payment Agreement Report, Budget Billing Report, and Offset Program Report.

Adjournment at 6:37pm

Minutes submitted by Deputy Clerk Morgan.

John Gulbranson, Chairman

Ashraf Ashour, City Administrator

EXPENDITURES PRESENTED TO THE UTILITY BOARD 04/14/2022

CHECK #	VENDOR	PURPOSE	AMOUNT
34912	E F T P S	PAYROLL TAXES MAR 11 2022	\$4,363.61
34913	ALLIANT ENERGY	PUMPING POWER REDFIELD WELLS	\$90.32
34914	VERIZON WIRELESS	MONTHLY SERVICE PHONE	\$180.14
34915	CENTURY LINK	MONTHLY SERVICE PHONE	\$281.60
34916	CARDMEMBER SERVICE	DOOR/ FLAME RESISTANT WEAR	\$1,168.21
34917	DST CORP	REFUND CREDIT BALANCE	\$35.93
34918	FIRST STATE BANK	PAYMENT SALE TX MAR 1-15th	\$2,704.00
34918	FIRST STATE BANK	PAYMENT WET TAX	\$2,309.00
34919	SALARIES	PAYROLL 03/25/2022	\$12,563.92
34929	DEARDORFF, COLLIN	DEPOSIT REFUND	\$32.96
34930	KNIGHTS, ERICA & JARED	DEPOSIT REFUND	\$100.00
34931	MAHARAJ LLC	DEPOSIT REFUND	\$5,000.00
34932	MATURA	REFUND ENERGY ASSISTANCE	\$274.11
34933	NOURSE, KORBIN	DEPOSIT REFUND	\$200.00
34934	ORTON HOMES	DEPOSIT REFUND	\$172.69
34935	STUART MUNICIPAL UTILITIES	DEPOSITS APPLIED	\$694.35
34936	WOLFE, TRAVIS	REFUND CREDIT BALANCE	\$100.00
34937	E F T P S	PAYROLL TAXES MARCH 25 2022	\$4,368.27
34938 - 34747	SALARIES	PAYROLL 04/08/2022	\$12,284.34
34948	IPAIT / SIMECA	PURCHASE POWER MARCH 2022	\$51,878.53
34949	LIBERTY NATIONAL	LIFE INSURANCE MARCH 2022	\$77.98
34950	LINECO INSURANCE	HEALTH INSURANCE MAY 2022	\$8,718.70
34951	LOCAL UNION NO 55 IBEW	UNION DUES MARCH 2022	\$284.34
34952	MIDAMERICAN ENERGY	MONTHLY GAS SERVICE	\$188.29
34953	SYMETRA	LIFE / DISABILITY INSURANCE APRIL 2022	\$637.59
34954	TREASURER STATE OF IOWA	STATE WITHHOLDING MARCH 2022	\$1,880.80
34955	XENIA RURAL WATER	WATER USAGE 02/17/2022 - 03/19/2022	\$27,709.10
34956	NEAL, SYDNEY	DEPOSIT REFUND (REPLACE CHECK NO. 34685)	\$250.00
34957	EFTPS	FEDERAL PAYROLL TAXES 04/08/2022	\$4,318.59
34958	IPERS	RETIREMENT MARCH 2022	\$5,590.92
34959	IOWA WORKFORCE DEVELOPMENT	UNEMPLOYMENT TAXES 1ST QUARTER 2022	\$80.31
34960	AGSOURCE LABORATORY	WATER TESTING	\$40.50
34961	AGRILAND FS	FUEL	\$1,326.45
34962	AMAZON.COM	MAINTENANCE KIT FOR CITY HALL PRINTER	\$139.65
34963	ECHO ELECTRIC SUPPLY	PARTS / SUPPLIES	\$238.68
34963	ECHO ELECTRIC SUPPLY	PARTS / SUPPLIES	\$30.10
34964	FINNESETH, DALEN & POWELL PLC	WATER SYSTEM PROJECT /ATTORNEY FEES	\$1,120.00
34965	GUS AUTOMOTIVE	2007 SILVERADO REPAIRS	\$553.85
34966	HOMETOWN FOODS	SUPPLIES FOR CITY HALL	\$22.15
34947	I.M.F.O.A.	APRIL 1, 2022 - APRIL 1, 2023 DUES - ASH, MIKE, SARAH	\$60.00
34917	I.M.F.O.A.	SPRING CONFERENCE 2022 - ASH, MIKE, SARAH	\$187.50
34968	IOWA ASSN OF MUNICIPAL UTILITIES	04/2022 - 06/2022 SGCIS DUES	\$1,352.08
34969	KINZIE SERVICE	2001 FORD F550 BUCKET TRUCK TIRE REPAIR	\$25.00
34970	MAIL SERVICES	FEBRUARY BILLING	\$745.95

34970	MAIL SERVICES	MARCH BILLING	\$769.48
34970	MAIL SERVICES	DISCONNECT NOTICES FOR BILLS DUE 03/15/2022	\$95.19
34972	OFFICE DEPOT	SUPPLIES CITY HALL	\$116.72
34972	OFFICE DEPOT	SUPPLIES CITY HALL	\$48.40
34972	OFFICE DEPOT	SUPPLIES CITY HALL	\$65.74
34972	OFFICE DEPOT	SUPPLIES CITY HALL	\$15.24
34972	OFFICE DEPOT	SUPPLIES CITY HALL	\$225.00
34972	OFFICE DEPOT	SUPPLIES CITY HALL	\$8.24
34972	OFFICE DEPOT	SUPPLIES CITY HALL	\$24.09
34972	OFFICE DEPOT	SUPPLIES CITY HALL	\$5.50
34972	OFFICE DEPOT	SUPPLIES CITY HALL	\$10.00
34972	OFFICE DEPOT	SUPPLIES CITY HALL	\$18.50
34972	OFFICE DEPOT	SUPPLIES CITY HALL	\$24.99
34972	OFFICE DEPOT	SUPPLIES CITY HALL	\$64.16
34973	PANORA TELCO	NEW ROUTER AND SERVER FOR CITY HALL	\$2,414.95
34974	PETTY CASH	SUPPLIES & POSTAGE	\$5.37
34975	R&D SERVICE UNLIMITED LLC	DIESEL FUEL	\$50.65
34976	STUART HERALD	PUBLICATIONS	\$170.40
34977	STUART TRUE VALUE	PARTS / SUPPLIES	\$35.04
34978	UNITED RISK SERVICES	04/01/2022 - 04/01/2023 INSURANCE PREMIUMS	\$68,018.00
34979	WALLACE AUTO SUPPLY	PARTS / SUPPLIES	\$66.77
		TOTAL	\$226,632.94

UTILITY

EXPENDITURES MONTH OF MARCH 2022

WATER UTILITY	\$90,668.06
ELECTRIC UTILITY	\$124,365.95
INSUFFICIENT FUND	\$0.00
UTILITY DEPOSITS	\$6,585.93
SALES TAX	\$5,013.00
TOTAL	\$226,632.94

UTILITY

REVENUE MONTH OF MARCH 2022

WATER FUND	\$102,348.63
ELECTRIC FUND	\$206,725.30
SALES TAX FUND	\$10,756.30
INSUFFICIENT CH. FUND	\$0.00
UTILITY DEPOSIT FUND	\$2,850.00
UTILITY SELF INS. FUND	\$0.41