

09/08/2022

The regular meeting of the Stuart Municipal Utility Board was called to order on the above date at 5:30pm by Chairman Gulbranson. Present were Board Members Jones, Russell, and Avey. Also present were City Administrator Ashour, Utility Superintendent Howey, Billing Clerk Stouffer, Blair Metzger, Ben Stouffer, Dustin Foster, and Hayden Foster.

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

- A- Approval of Regular Meeting of 08/11/2022
- B- Approval of Financial Statement as of 08/31/2022
- C- Approval of bills as presented

Roll Call: Ayes: Gulbranson, Jones, Russell, Avey
Nays: none
Absent: Belden

Motion carried.

Blair Metzger of DGR Engineering made a presentation to the Board regarding electric rates. Metzger recommended raising the electric rate by 3% for all aspects of electric charges, noting that rates have not been increased since 2018. The Board will consider a Resolution to increase rates at the next regular meeting.

City Administrator Ashour informed the Board that interviews for the position of Billing Clerk were successful, recommended that Ashley Pieper be offered the position at a wage of \$18.00 per hour (60% of pay from Utilities and 40% of pay from City) with benefits paid by the City.

Moved by Avey, seconded by Russell to approve City Administrator Ashour's recommendation that Ashley Pieper be offered the position at a wage of \$18.00 per hour (60% of pay from Utilities and 40% of pay from City) with benefits paid by the City.

Roll Call: Ayes: Gulbranson, Jones, Russell, Avey
Nays: none
Absent: Belden

Motion carried.

City Administrator Ashour informed the Board that current employee Sarah Stouffer has been performing the duties of Deputy Clerk for the last two months, and would like to make a recommendation to promote employee Sarah Stouffer to fill the position of Deputy Clerk (50% of pay and benefits from Utilities and 50% of pay and benefits from the City) with a wage increase of \$5,000.00 per year raise from the City and a \$5,000.00 per year raise from the Utility.

Moved by Avey, seconded by Russell to approve City Administrator Ashour's recommendation to promote employee Sarah Stouffer to fill the position of Deputy Clerk (50% of pay and benefits from Utilities and 50% of pay and benefits from the City) with a wage increase of \$5,000.00 per year raise from the City and a \$5,000.00 per year raise from the Utility.

Roll Call: Ayes: Gulbranson, Russell, Avey

Nays: Jones
Absent: Belden

Motion carried.

Superintendent Howey informed the Board that several utility buildings sustained hail damage in the recent storm. The damage is covered by the Utility's insurance policy. Superintendent Howey will seek bids for repairs.

Moved by Jones, seconded by Avey to approve Payment Application No. 2 from Caldwell Tanks, Inc. (\$121,790.00) for the Water Tower Project and Payment Application No. 2 from Great Plains Contractors, LLC (\$533,697.17) for the Water Mains Project.

Roll Call: Ayes: Gulbranson, Jones, Russell, Avey
Nays: none
Absent: Belden

Motion carried.

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 6:05pm

Minutes submitted by Deputy Clerk Stouffer.

John Gulbranson, Chairman

Ashraf Ashour, City Administrator