

03/13/2023

The regular meeting of the Stuart Municipal Utility Board was called to order on the above date at 5:00 pm by Board Chairman Gulbranson. Present were Board Members Belden, Russell and Avey. Also present were City Administrator Ashour, Utility Superintendent Howey, Deputy Clerk Stouffer, Matt Funk, Jenyse Belden, Joe Vens, Dick Cook, Michael Kalbach, Ben Stouffer, Kristina Renslow, Danielle Yonker, and Kasi Koehler (over the phone.)

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

- A- Approval of Minutes of Regular Meeting of 02/09/2023 and Special Joint Meeting of 02/13/2023
- B- Approval of Financial Statement as of 02/28/2023
- C- Approval of bills as presented

Roll Call: All Ayes

Board Member Jones arrived at 5:02 pm.

Superintendent Howey discussed with the board the progress of the Elevated Water Storage Tank Project.

Moved by Avey, seconded by Russell to approve Payment Application No. 4 from Caldwell Tanks, Inc (\$121,125.00) for the Elevated Water Tank Storage Project.

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

Motion carried.

Joe Vens, utility insurance agent with United Risk Services / First Mainstreet Insurance, presented to the Board the new premiums for 2023-2024 for the Utility property insurance as follows:

\$70,666.00 for EMC Insurance  
\$11,470.00 for Machinery with Cincinnati Insurance Companies  
\$4,077.00 for CFC Cyber Liability  
\$86,213.00

Effective April 1, 2023

Kasi Koehler with Town and Country Insurance informed the Board that they were not able to complete their insurance quote for the Stuart Municipal Utilities by the March 13, 2023 meeting deadline due to Iowa Communities Assurance Pool (ICAP) quote requirements. Koehler was informed that the Council is holding a special meeting 03/27/2023, and the Board requested a quote to be prepared before that date.

Moved by Belden, seconded by Avey to approve the renewal of Utility property insurance premiums for 2023-2024 as presented by utility insurance agent Joe Vens, utility insurance agent with United Risk Services / First Mainstreet Insurance as follows, if a quote is not presented by Town and Country Insurance / Iowa Communities Assurance Pool (ICAP) before the special meeting date of 03/27/2023:

\$70,666.00 for EMC Insurance  
\$11,470.00 for Machinery with Cincinnati Insurance Companies  
\$4,077.00 for CFC Cyber Liability  
\$86,213.00

Effective April 1, 2023

Roll Call: All Ayes

Economic Development Director Matt Funk made a presentation to the Board requesting a contribution toward the \$1200.00 per month cost of a marketing proposal from Nate Westre of Main Street Marketing to promote the City of Stuart.

The Board declined to contribute at this time, and requested this be discussed later.

Utility Superintendent Howey made a presentation to the board regarding the 2023 Stuart Municipal Utilities Reliability Plan.

Moved by Jones, seconded by Russell to approve the 2023 Stuart Municipal Utilities Reliability Plan as presented by Utility Superintendent Howey.

Roll Call: All Ayes

Superintendent Howey made a presentation to the Board regarding the request of Kwik Star to release an existing utility easement dated August 13, 2003, and recorded on September 10, 2003, in the office of the County Recorder for Adair County, Iowa, in Book 492, page 147 as File No. 031683 on property they are in the process of purchasing. Superintendent Howey explained that the water main in the easement has been abandoned, and the easement is no longer required.

Moved by Belden, seconded by Avey to release an existing utility easement dated August 13, 2003, and recorded on September 10, 2003, in the office of the County Recorder for Adair County, Iowa, in Book 492, page 147 as File No. 031683 as requested by Kwik Star.

Roll Call: All Ayes

Moved by Russell, seconded by Belden to approve Resolution No. 23-01U “A Resolution Setting Policy for Assessment of Costs of Transformers and Pads for Commercial Customers.”

Roll Call: All Ayes

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 6:30pm

Minutes submitted by Deputy Clerk Stouffer.

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John Gulbranson, Chairman

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Ashraf Ashour, City Administrator