

05/11/2023

The regular meeting of the Stuart Municipal Utility Board was called to order on the above date at 5:30 pm by Board Chairman Gulbranson. Present were Board Members Belden (over the phone,) Jones, Russell and Avey. Also present were City Administrator Ashour, Deputy Clerk Stouffer, Matt Funk, Dick Cook, Mike Kalbach, Bruce Nuzum, Brenda Dudley, Jeff Godwin, Ben Stouffer, Trevor Nelson, Joey Litwiller, Forrest Aldrich, and Cory Kirkpatrick.

Moved by Russell, seconded by Belden to approve the Agenda.

Roll Call: All Ayes

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

- A- Approval of Minutes of Regular Meeting of 04/13/2023
- B- Approval of Financial Statement as of 04/30/2023
- C- Approval of bills as presented

Roll Call: All Ayes

Jeff Godwin of Snyder & Associates made a presentation to the Board regarding the progress of the Elevated Water Storage Tank Project and the Water Mains Improvements Project.

Moved by Russell, seconded by Avey to approve Change Order No. 1 as presented by Jeff Godwin of Snyder & Associates for the Elevated Water Storage Tank Project for \$4,200.00.

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

Motion carried.

Moved by Jones, seconded by Avey to approve Elevated Water Storage Tank Pay Application No. 5 to Caldwell Tanks, Inc, (\$77,520.00) for the Elevated Water Storage Tank Project.

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

Motion carried.

Moved by Avey, seconded by Russell to approve Payment Application No. 8 from Great Plains Contractors, LLC (\$381,034.88) for the Water Mains Improvements Project.

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

Motion carried.

Director of Midwest Partnership Brenda Dudley made a presentation to the Board requesting a contribution to support economic development in Adair and Guthrie counties. Stuart Utilities has made contributions in the past through program participation with SIMECA (South Iowa Municipal Electric Cooperative Association) and CIPCO (Central Iowa Power Cooperative.) SIMECA and CIPCO recently discontinued the program that distributed the contribution.

Moved by Gulbranson, seconded by Belden to approve matching the City’s contribution of \$1782.00 to Midwest Partnership.

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

Motion carried.

Bruce Nuzum of the IADG (Iowa Area Development Group) made a presentation to the Board regarding services provided to municipal utilities through IADG membership. Stuart Utilities has supported membership in the past through program participation with SIMECA (South Iowa Municipal Electric Cooperative Association) and CIPCO (Central Iowa Power Cooperative.) SIMECA and CIPCO recently discontinued the program that supports the membership. Nuzum requested that the Board consider maintaining IADG membership with dues of \$4,515.00 for 2024.

Board Chairman Gulbranson tabled the item to allow time for consideration.

Moved by Avey, seconded by Russell to approve wage increases for non-union Utility employees for Fiscal Year 2023-2024 as follows:

		<u>Annual or per hour increase amount</u>	
Pat Howey	4%	\$3680.92	
Ashraf Ashour	4%	\$1876.89	(Utility Share)
Sarah Stouffer	4%	\$942.24	(Utility Share)
Ashley Pieper	4%	\$898.56	(Utility Share)
Nadine Avey	4%	Part Time \$0.8316 per hour	(Utility Share)
Alan Bovee	4%	Part Time \$0.5892 per hour	(Utility Share)

Effective July 1, 2023

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

Motion carried.

Moved by Jones, seconded by Avey to approve the annual payments to the City of Stuart as follows:

ANNUAL PAYMENTS TO CITY 2023

PROJECT	AMOUNT
ANNUAL PAYMENT FOR CITY HALL BUILDING	\$35,000.00
ANNUAL WIND TURBINE INCOME (LOSS) TO CITY FOR 2022	\$4,000.00
ANNUAL PAYMENT TO CITY FOR WAMBOLD ADDITION PHASE 1	\$6,303.00
ANNUAL PAYMENT TO CITY FOR ALL SAINTS ADDITION PROJECT	\$18,459.00
TOTAL	\$63,762.00

Roll Call: All Ayes

City Engineer Forrest Aldrich made a presentation to the Board regarding the water service for the Wambold Phase 3 (Housing Phase 4) project and requested the Board consider participating in the cost of the water portion of the project as they have in the past for the Wambold Phase 1 and All Saints housing developments.

The Board decided to table the item until the next meeting to further discuss Utility participation in the Wambold Phase 3 (Housing Phase 4) project.

The Board discussed the possibility of charging vendors for access to electric service during community activities. Board Chairman Gulbranson recommended allowing the Chamber of Commerce to keep any fee they may collect, and not to charge for access to electric service during community events.

Move by Russell, seconded by Avey to not charge vendors for access to electric service during community activities.

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

Motion carried.

Stuart Economic Development Director Matt Funk requested the Board consider moving a utility easement located at 119 & 121 S Division Street. The current location of the easement may interfere with a potential builder's site plan.

The Board discussed the request and decided not to take action at this time. Future requests will continue to be considered on a case by case basis depending on the project and the information provided.

City Administrator Ashraf Ashour made a presentation to the Board regarding the Budget Amendment for Fiscal Year Ended June 30, 2023.

Moved by Gulbranson, seconded by Russell to approve the Budget Amendment for Fiscal Year Ended June 30, 2023 as presented by City Administrator Ashraf Ashour.

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 6:45pm

Minutes submitted by Deputy Clerk Stouffer.

John Gulbranson, Chairman

Ashraf Ashour, City Administrator