

June 10, 2015  
Regular Session

The Bellevue Municipal Utilities met in regular session on June 10, 2015 at 12:00 P.M. in the Council Chambers with Chairman Ken Walsh presiding. The roll call was as follows:

PRESENT: Board members Lucy Zeimet, Barry Nudd and Ken Walsh. Also present were City Administrator Loras Herrig and Superintendent Bob Ploessl

ABSENT: None

#### **APPROVAL OF AGENDA**

Zeimet moved with a second by Nudd to approve the Agenda with the following additions:

1. Fire Department Project
2. Cheryl Miller Utility Bill

Motion carried unanimously.

#### **CONSENT AGENDA**

Nudd moved with a second by Zeimet to approve the Consent Agenda. Motion carried unanimously.

- A. Approve Minutes of 5/13/2015 Regular Session
- B. Approve May Financial Reports
- C. Approve Bills and Claims as Authorized
- D. Approve New Vendors

#### **PAPERLESS PACKET**

The Board reviewed a proposal from Dubuque Networking Services on the software and hardware needed to begin the process of preparing paperless packets. The Board has discussed trying to become more efficient and reduce the amount of paper created for Utility Board packets. The total of the proposal was \$3,321.40. The Board agreed it would be beneficial to at least try the software before buying additional hardware. The quote minus the hardware purchase would be \$1,261.44. City Administrator Herrig suggested that amount could be split in half, with half of the cost accessed by the Municipal Utilities and half to the City operation. After further discussion it was moved by Zeimet and second by Walsh to purchase the software at a cost of \$1,261.44 with \$630.72 being paid by the Municipal Utilities and the other to be paid by City Council. Motion carried unanimously.

#### **PHIL PAXSON SMALL CLAIMS ACTION**

The Board reviewed the small claims action that was scheduled to be heard on Thursday June 11<sup>th</sup>. The Board asked to be kept informed of the results.



City Administrator Herrig informed the Board that the Fire Department would be meeting with the City Council on Monday June 15<sup>th</sup> to consider a possible addition to the Fire Department. The Board discussed the matter and asked to be kept informed of future developments.

#### **CHERYL MILLER UTILITY BILLING**

Cheryl Miller approached Administrator Herrig concerning that her property at 111 North Riverview has been accessed the commercial electric rate for a number of years. This property previously was used as a Bed and Breakfast. Miller said that it hasn't been used as a Bed and Breakfast since 2010. Billing Clerk Cindy Blake prepared an analysis of the total kilowatts used at the commercial rate verses residential rate and showed a difference of \$960.16. Herrig asked the Board if they would consider any type of refund of the difference. Miller's income tax return showed that she indeed had not run the business since 2010. The Board agreed that they would offer a refund half of the difference, which would equal \$480.08. The Board requested this refund be applied as a credit to the account and that Cheryl Miller's acceptance of the credit would resolve this matter in full.

#### **JULY MEETING DATE**

The next meeting of the Municipal Utility Board of Trustees is Wednesday July 8, 2015 at 12:00 P.M.

#### **BILLS AND CLAIMS**

The following Bills and Claims were paid as approved:

Treas. State of Iowa	Sales Tax 05/01-15, 2015	3527.00
IPAIT	Purchased Power	102992.62
Iowa Dept. Of Natural Resources	W.W. Operator Cert. Renewal	60.00
U.S. Post Office	Util. Postage Stamps	269.50
Assurant Employee Benefits	Util. Life Insurance	52.80
River Valley Energy	Fuel Purchase	13471.64
Black Hills Energy	Util. Gas Bills	413.61
Medical Associates Health Ins.	Util. Health Insurance	9238.01
ACCO	Water Treatment Chemicals	1911.20
Andrew & Alyssa Lang	Service Deposit Refund	165.68
Bellevue Municipal Utilities	Trsf. Funds to Elec. Cap Fund	15000.00
Bellevue Municipal Utilities	W.W./Water/Elec Util. Bills	6871.08
Bellevue Sand & Gravel Co.	Elec. Undergrd Const. Exp.	95.42
Benders Food	Water/W.W. Operating Exp.	23.09
C. Autos	Service Deposit Refund	25.84
Canadian Pacific Railway Co.	Util. CPR Railway License	150.00
Card Center	Electric Expense	129.97
Casey's General Stores	Utility Gas Purchase	441.16
City of Bellevue	Util. Ofs. Trsf/Internet Chg.	28580.06

Fletcher-Reinhardt Co.  
Hawkins Inc.

Overhead Line Const/Street Lights	3963.71
W.W. Sludge Disp. Expense	365.60

IDNR	Operator Certificate Renewal	60.00
IIW P.C.	Elec/W.W. Engineer Expense	1670.50
Innovative Systems	Financial/Billing & Provisioning	2907.31
Interstate Pipe & Supply	6" Jacket Valve on Radiators	772.78
Iowa One Call	Locate Expense	71.20
Jerel Thola	Service Deposit Refund	232.55
John Deere Finance	Elec. Operating Expense	289.87
Kate Seiverding-Millman	Tree Reimbursement	750.00
Keystone Lab. Inc.	Outside Lab Testing	21.00
Lampe True Value	W.W./Elec. Supplies	82.85
Lucas Thomas	Service Deposit Refund	290.99
Maverick's Country Photography	Service Deposit Refund	152.26
Metering & Technology Sol.	Water Meter Expense	102.08
Mr. Rooter Plumbing	Collection System Repair	427.85
Patzner's Pro Shop	Shared Dollars Program Exp.	961.00
Per Mar	Bldg. Sec. System Svs.	200.11
Petty Cash	Water/W.W. Postage	58.37
QC Analytical Service LLC	W.W. Outside Lab Testing	278.00
Reliable Office Supplies	W.W. Office Supplies	12.62
Roeder Brothers	Vehicle Operating Expense	28.08
Schmalz PreCast Concrete Mfg.	W.W. Collection System Exp.	317.33
State Hygienic Lab	Water Outside Lab Testing	19.00
Storey Kenworthy/Matt Parrott	Receipt Books	62.05
Teledyne ISCO	W.W. Sampler Repair	419.44
The Car Wash	Elec/W.W. Gas Purchase	321.85
The Herald Leader	Utility Publication	298.26
Till's Garage Inc.	Elec. Equipment Maint.	440.02
United Laboratories	W.W. Collection System Repair	180.00
Universal Electric Supply	Undergrd Const/Overhd Line Const.	1255.00
Verizon Wireless	Cipco Monthly Access Chg.	10.70
Wesco Receivables Corp	Elec Meter Exp/Overhd Line Const.	5276.95
Windstream	Elec/W.W. Phone Expense	104.09

**ADJOURNMENT**

As there was no further business to come before the Board, Zeimet moved with a second by Nudd to adjourn at 1:00 P.M. Motion carried unanimously.

City Administrator

Chairman

