



ELDRIDGE ELECTRIC AND WATER UTILITY BOARD

December 21, 2021

5:00 pm

Eldridge Community Center, 400 South 16th Avenue

1. Call to order
2. Public Comment
3. Approval of Agenda
4. Approval of Minutes – **December 7, 2021, and December 9, 2021**

5. Financial
 - A. **Consideration to Approve Bills Payable**

6. Electric Department – Mike Anderson
 - A. Department update

7. Water Department – Brock Kroeger
 - A. Department Update

8. Administrative –
 - A. Future Utility Manager Discussion with possible action

9. Adjournment

NEXT REGULAR MEETING Tuesday, January 4, 2022, at 5:00pm

The regular meeting of the Eldridge Electric and Water Utility Board was called to order at 5:00 P.M. on December 7, 2021, at Eldridge Community Center.

Board members present were Brock Kroeger, Mike Anderson, Barb O'Brien, Jim Skadal, and Jim Roseman. Also present were Jacob Rowe, Tony Rupe and Jody Coffman. Visitor Marty O'Boyle.

Public Comment- None

Motion by Roseman, second by O'Brien to approve the agenda. All ayes.

Motion by Skadal second by Anderson, to approve the minutes from November 16, 2021. All ayes.

FINANCIAL – Motion by Kroeger to approve bills payable in the amount of \$62,699.35, second by Anderson. All ayes.

ELECTRIC – On 11/17/21 there was an outage at 1711 s 11th Ave. from 3:30 pm to 4:30 pm. The cause was a dig in and affected 5 customers.

Department update: The electric crew is installing cable in the new Townsend Farms addition.

WATER –On 11/30/21 there was a water main break at 1700 E. Blackhawk Trail. The water was off for 4.5 hours and 166 homes and 2 commercial properties were affected. Petersen Plumbing assisted.

ADMINISTRATIVE –O'Brien made a motion to accept the bid from Always Clean for \$274 a month, second by Roseman. All ayes.

At 5:07 Skadal made a motion to go into closed session, second by Anderson. All ayes.

Iowa State Code 21.5 (1)(i). To evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session.

At 6:01 p.m. Skadal made a motion to reconvene into open session, second by O'Brien. All ayes.

Kroeger made a motion that no action was taken in the closed session, second by Skadal. All ayes.

Motion by Roseman to adjourn the meeting at 6:02 P.M., second by O'Brien. All ayes.

Respectfully submitted,
Jody Coffman, Billing Clerk

A special meeting of the Eldridge Electric and Water Utility Board was called to order at 4:00 P.M. on December 9, 2021, at Eldridge Community Center.

Board members present were Brock Kroeger, Mike Anderson, Barb O'Brien, Jim Skadal, and Jim Roseman. Also present were Jacob Rowe, Tony Rupe and Jody Coffman. Visitor Marty O'Boyle.

At 4:01 p.m. Skadal made a motion to go into closed session, second by Roseman. All ayes.

Iowa State Code 21.5 (1)(i). To evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual request a closed session.

At 4:27 p.m. Anderson made a motion to reconvene into open session, second by Roseman. All ayes.

Kroeger made a motion that no action was taken in the closed session, second by Skadal. All ayes.

Skadal made a motion to accept M. Schmidt retirement effective 4/1/22; effective 12/13/21 to be reassigned as a water operator at a pay rate of \$27.53/hour, utilize accrued paid leave, reimburse the city for 38 hours at a rate of \$34.72, and utilize counseling services as need. Second by O'Brien. All ayes.

Motion by O'Brien to adjourn the meeting at 4:30 P.M., second by Roseman. All ayes.

Respectfully submitted,
Jody Coffman, Billing Clerk

Utility Bills Payable for December 21, 2021

| | |
|---|------------------------|
| TOTAL CHECKS | 18,947.40 |
| MidAmerican Wire Transfer- WS4 - Louisa energy charge - CMMPA | 41,000.00 69,000.00 |
| Credit Cards | 2,395.66 |
| PAYROLL - DECEMBER 11, 2021 | \$32,255.50 |
| TOTAL | 163,598.56 |

VENDOR SET: 01 City of Eldridge
 BANK: 00 FIRST CENTRAL UTILITY
 DATE RANGE: 0/00/0000 THRU 99/99/9999

| VENDOR I.D. | NAME | STATUS | CHECK DATE | AMOUNT | DISCOUNT | CHECK NO | CHECK STATUS | CHECK AMOUNT |
|-------------------|---------------------------|--------|------------|----------|----------|----------|--------------|--------------|
| 001988 | ALLIANT ENERGY CO. | | | | | | | |
| I-202112072553 | 401 S 16TH AVE WTR TWR | R | 12/07/2021 | | | 224236 | | |
| 600 5-810-6371 | UTILITIES | | | 92.50 | | | | 92.50 |
| | ACCT#7288641000 | | | | | | | |
| 000650 | WEX BANK | | | | | | | |
| I-75833880U | FUEL | R | 12/07/2021 | | | 224237 | | |
| 600 5-810-6331 | VEHICLE OPERATION | | | 292.75 | | | | |
| 630 5-820-6331 | VEHICLE OPERATION | | | 714.42 | | | | 1,007.17 |
| 1 | EVANS, MORGAN | | | | | | | |
| I-000202112072557 | US REFUND | R | 12/07/2021 | | | 224238 | | |
| 630 2033 | DEPOSIT REFUNDS PAYABLE | | | 639.00 | | | | 639.00 |
| 1 | SCHWANZ, RICK | | | | | | | |
| I-000202112082558 | US REFUND | R | 12/08/2021 | | | 224239 | | |
| 630 2033 | DEPOSIT REFUNDS PAYABLE | | | 222.86 | | | | 222.86 |
| 002773 | JACOB ROWE | | | | | | | |
| I-202112132560 | J ROWE CLOTHING ALLOWANCE | R | 12/13/2021 | | | 224240 | | |
| 630 5-820-6181 | CLOTHING ALLOWANCE | | | 54.78 | | | | |
| 600 5-810-6181 | CLOTHING ALLOWANCE | | | 13.70 | | | | 68.48 |
| 000817 | ACCO UNLIMITED CORP. | | | | | | | |
| I-0217713 | HYDROX | R | 12/16/2021 | | | 224241 | | |
| 600 5-810-6501 | TREATMENT MATERIALS | | | 948.90 | | | | 948.90 |
| 001448 | ANDERSON, MIKE | | | | | | | |
| I-202112152590 | UTILITY BOARD ATTENDENCE | R | 12/16/2021 | | | 224242 | | |
| 630 5-820-6015 | COUNCIL SALARY | | | 390.00 | | | | 390.00 |
| 000042 | CALIFF & HARPER P.C. | | | | | | | |
| I-5662.0044 | LEGAL FEES | R | 12/16/2021 | | | 224243 | | |
| 600 5-810-6411 | LEGAL SERVICES-GENERAL | | | 2,380.00 | | | | 2,380.00 |
| 000047 | CENTRAL SCOTT TELEPHONE | | | | | | | |
| I-202112152567 | TELEPHONE | R | 12/16/2021 | | | 224244 | | |
| 600 5-810-6373 | TELEPHONE | | | 277.25 | | | | |
| 630 5-820-6373 | TELEPHONE | | | 542.20 | | | | 819.45 |
| 000131 | CINTAS CORPORATION | | | | | | | |
| I-4103440525U | MAT SERVICE | R | 12/16/2021 | | | 224245 | | |
| 630 5-820-6310 | B & G MATERIAL | | | 45.48 | | | | |
| I-4103440555U | MAT SERVICE | R | 12/16/2021 | | | 224245 | | |
| 630 5-820-6310 | B & G MATERIAL | | | 42.69 | | | | 88.17 |

VENDOR SET: 01 City of Eldridge
 BANK: 00 FIRST CENTRAL UTILITY
 DATE RANGE: 0/00/0000 THRU 99/99/9999

| VENDOR I.D. | NAME | STATUS | CHECK DATE | AMOUNT | DISCOUNT | CHECK NO | CHECK STATUS | CHECK AMOUNT |
|-----------------|--------------------------------|-----------------------|---------------|----------|----------|-------------|-----------------|-----------------|
| 001213 | ELDRIDGE BODY SHOP | | | | | | | |
| I-E57FE8B2 | ALIGNMENT | R | 12/16/2021 | | | 224246 | | |
| 600 5-810-6332 | VEHICLE MAINTENANCE | ALIGNMENT | | 96.25 | | | | 96.25 |
| 000125 | FLETCHER-REINHARDT CO. | | | | | | | |
| I-S1261939.001 | PED CONNECTORS | R | 12/16/2021 | | | 224247 | | |
| 630 5-820-6507 | OPERATING SUPPLIES & MATERIALS | PED CONNECTORS | | 91.81 | | | | 91.81 |
| 000153 | HARLAN MUNICIPAL UTIL | | | | | | | |
| I-10547 | LOUISA TRANS CAP ASSIGNMENT | R | 12/16/2021 | | | 224248 | | |
| 630 5-820-6503 | WHOLESALE POWER | LOUISA TRANS CAP ASS | | 94.98 | | | | 94.98 |
| 003226 | HAWKINS INC. | | | | | | | |
| I-6072972 | CHLORINE | R | 12/16/2021 | | | 224249 | | |
| 600 5-810-6501 | TREATMENT MATERIALS | CHLORINE | | 1,361.79 | | | | 1,361.79 |
| 001510 | BROCK KROEGER | | | | | | | |
| I-202112152591 | UTILITY BOARD ATTENDENCE | R | 12/16/2021 | | | 224250 | | |
| 630 5-820-6015 | COUNCIL SALARY | UTILITY BOARD ATTEND | | 360.00 | | | | 360.00 |
| 001792 | MELLEN & ASSOCIATES, INC | | | | | | | |
| I-030288 | ACTUATOR | R | 12/16/2021 | | | 224251 | | |
| 600 5-810-6311 | WATER PLANT MAINTENANCE | ACTUATOR | | 1,105.31 | | | | 1,105.31 |
| 002064 | BARBARA ANN O'BRIEN | | | | | | | |
| I-202112152594 | UTILITY BOARD ATTENDENCE | R | 12/16/2021 | | | 224252 | | |
| 630 5-820-6015 | COUNCIL SALARY | UTILITY BOARD ATTEND | | 360.00 | | | | 360.00 |
| 001677 | PLEASANT VALLEY REDI-MIX INC | | | | | | | |
| I-47937 | 123 W SPRING SIDEWALK | R | 12/16/2021 | | | 224253 | | |
| 600 5-810-63501 | SYSTEM REPAIR | 123 W SPRING SIDEWALK | | 191.00 | | | | 191.00 |
| 001646 | PREMIER PARTS, INC | | | | | | | |
| I-192930 | OIL/AIR FILTERS | R | 12/16/2021 | | | 224254 | | |
| 600 5-810-6332 | VEHICLE MAINTENANCE | OIL/AIR FILTERS | | 59.75 | | | | 59.75 |
| 003828 | QC ANALYTICAL SERVICES LLC | | | | | | | |
| I-211219 | TESTING | R | 12/16/2021 | | | 224255 | | |
| 600 5-810-6451 | WATER TESTING | TESTING | | 120.00 | | | | 120.00 |
| 001856 | QUAD CITY TESTING LABORATORY, | | | | | | | |
| I-110352U | INSPECTION | R | 12/16/2021 | | | 224256 | | |
| 600 5-810-6332 | VEHICLE MAINTENANCE | INSPECTION | | 100.00 | | | | |
| 630 5-820-6332 | VEHICLE MAINTENANCE | INSPECTION | | 100.00 | | | | 200.00 |

VENDOR SET: 01 City of Eldridge
 BANK: 00 FIRST CENTRAL UTILITY
 DATE RANGE: 0/00/0000 THRU 99/99/9999

| VENDOR I.D. | NAME | STATUS | CHECK DATE | AMOUNT | DISCOUNT | CHECK NO | CHECK STATUS | CHECK AMOUNT |
|------------------|--------------------------------|--------|------------|----------|----------|----------|--------------|--------------|
| 001978 | ROSEMAN, JAMES L | | | | | | | |
| I-202112152592 | UTILITY BOARD ATTENDENCE | R | 12/16/2021 | | | 224257 | | |
| 630 5-820-6015 | COUNCIL SALARY | | | 360.00 | | | | 360.00 |
| 001718 | JAMES SKADAL | | | | | | | |
| I-202112152593 | UTILITY BOARD ATTENDENCE | R | 12/16/2021 | | | 224258 | | |
| 630 5-820-6015 | COUNCIL SALARY | | | 390.00 | | | | 390.00 |
| 000418 | SKARSHAUG TESTING LAB | | | | | | | |
| I-256065 | GLOVE CLEAN/TEST | R | 12/16/2021 | | | 224259 | | |
| 630 5-820-6457 | SAFETY TESTING | | | 79.07 | | | | 79.07 |
| 002587 | STANLEY CONSULTANTS INC | | | | | | | |
| I-0235221 | CPI PLAN/ARC FLASH ASSESS STUD | R | 12/16/2021 | | | 224260 | | |
| 630 5-820-6407 | GENERAL ENGINEERING | | | 5,400.00 | | | | 5,400.00 |
| 000461 | STATE HYGENIC LABORATORY | | | | | | | |
| I-221108 | TESTING | R | 12/16/2021 | | | 224261 | | |
| 600 5-810-6451 | WATER TESTING | | | 20.00 | | | | 20.00 |
| 001505 | STUART C IRBY CO | | | | | | | |
| I-S012742838.001 | 130 TAPE | R | 12/16/2021 | | | 224262 | | |
| 630 5-820-6560 | INTO INVENTORY | | | 367.87 | | | | |
| I-S012742838.002 | PHOTO CELLS | R | 12/16/2021 | | | 224262 | | |
| 630 5-820-6560 | INTO INVENTORY | | | 1,144.90 | | | | |
| I-S012742838.003 | SKINNING KNIFES | R | 12/16/2021 | | | 224262 | | |
| 630 5-820-6512 | TOOLS | | | 43.07 | | | | 1,555.84 |
| 000470 | UTILITY EQUIPMENT CO. | | | | | | | |
| I-10094718 | REPAIR CLAMP | R | 12/16/2021 | | | 224263 | | |
| 600 5-810-6560 | INTO INVENTORY | | | 315.24 | | | | 315.24 |
| 000486 | WAVERLY UTILITIES | | | | | | | |
| I-13499 | TRANS CAP ASSIGNMENT | R | 12/16/2021 | | | 224264 | | |
| 630 5-820-6503 | WHOLESALE POWER | | | 129.83 | | | | 129.83 |

| * * T O T A L S * * | NO | INVOICE AMOUNT | DISCOUNTS | CHECK AMOUNT |
|---------------------|---------------|----------------|-----------|--------------|
| REGULAR CHECKS: | 29 | 18,947.40 | 0.00 | 18,947.40 |
| HAND CHECKS: | 0 | 0.00 | 0.00 | 0.00 |
| DRAFTS: | 0 | 0.00 | 0.00 | 0.00 |
| EFT: | 0 | 0.00 | 0.00 | 0.00 |
| NON CHECKS: | 0 | 0.00 | 0.00 | 0.00 |
| VOID CHECKS: | 0 VOID DEBITS | 0.00 | | |
| | VOID CREDITS | 0.00 | 0.00 | |

TOTAL ERRORS: 0

VENDOR SET: 01 City of Eldridge
 BANK: 00 FIRST CENTRAL UTILITY
 DATE RANGE: 0/00/0000 THRU 99/99/9999

** G/L ACCOUNT TOTALS **

| G/L ACCOUNT | NAME | AMOUNT |
|-----------------|--------------------------------|-----------|
| 600 5-810-6181 | CLOTHING ALLOWANCE | 13.70 |
| 600 5-810-6311 | WATER PLANT MAINTENANCE | 1,105.31 |
| 600 5-810-6331 | VEHICLE OPERATION | 292.75 |
| 600 5-810-6332 | VEHICLE MAINTENANCE | 256.00 |
| 600 5-810-63501 | SYSTEM REPAIR | 191.00 |
| 600 5-810-6371 | UTILITIES | 92.50 |
| 600 5-810-6373 | TELEPHONE | 277.25 |
| 600 5-810-6411 | LEGAL SERVICES-GENERAL | 2,380.00 |
| 600 5-810-6451 | WATER TESTING | 140.00 |
| 600 5-810-6501 | TREATMENT MATERIALS | 2,310.69 |
| 600 5-810-6560 | INTO INVENTORY | 315.24 |
| | *** FUND TOTAL *** | 7,374.44 |
| 630 2033 | DEPOSIT REFUNDS PAYABLE | 861.86 |
| 630 5-820-6015 | COUNCIL SALARY | 1,860.00 |
| 630 5-820-6181 | CLOTHING ALLOWANCE | 54.78 |
| 630 5-820-6310 | B & G MATERIAL | 88.17 |
| 630 5-820-6331 | VEHICLE OPERATION | 714.42 |
| 630 5-820-6332 | VEHICLE MAINTENANCE | 100.00 |
| 630 5-820-6373 | TELEPHONE | 542.20 |
| 630 5-820-6407 | GENERAL ENGINEERING | 5,400.00 |
| 630 5-820-6457 | SAFETY TESTING | 79.07 |
| 630 5-820-6503 | WHOLESALE POWER | 224.81 |
| 630 5-820-6507 | OPERATING SUPPLIES & MATERIALS | 91.81 |
| 630 5-820-6512 | TOOLS | 43.07 |
| 630 5-820-6560 | INTO INVENTORY | 1,512.77 |
| | *** FUND TOTAL *** | 11,572.96 |

| VENDOR SET: 01 | BANK: 00 | TOTALS: | NO | INVOICE AMOUNT | DISCOUNTS | CHECK AMOUNT |
|----------------|----------|---------|----|----------------|-----------|--------------|
| | | | 29 | 18,947.40 | 0.00 | 18,947.40 |
| BANK: 00 | | TOTALS: | 29 | 18,947.40 | 0.00 | 18,947.40 |
| REPORT TOTALS: | | | 29 | 18,947.40 | 0.00 | 18,947.40 |

CREDIT CARDS

12/6/21

| | | | | |
|---------------|-------------|-------------------------|--------------------------|-------------------------------|
| MARC SCHMIDT | \$ 1.06 | APPLE.COM | PHONE APP | 600-5-810-6373 |
| | \$ 225.00 | IAMU | WATER OPERATORS TRAINING | 600-5-810-6230 |
| GABE STRICKER | \$ 26.01 | UPS | SHIPPING | 630-5-820-6457 |
| | \$ 103.78 | FARM AND FLEET | BATTERY | 630-5-820-6332 |
| JAKE ROWE | \$ 7.48 | FARM AND FLEET | STUD ANCHORS | 630-5-820-6332 |
| | \$ 15.89 | ADOBE | COMPUTER APP | 630-5-820-65061 |
| | \$ 399.56 | FRSAFETY | WORK SAFETY CLOTHING | 630-5-820-6181 |
| | \$ 267.35 | BOOT BARN | CLOTHING ALLOWANCE | 630-5-820-6181 |
| | \$ 213.97 | BOOT BARN | WORK SAFETY CLOTHING | 630-5-820-6181 |
| | \$ 85.55 | BOOT BARN | CLOTHING ALLOWANCE | 630-5-820-6181 |
| | \$ 39.34 | STAPLES | NOTEPAD CASE | 630-5-820-6506 |
| BRIAN WESSEL | \$ 80.42 | A ND A AIR CONDITIONER | ICE MACHINE | 630-5-820-6506/600-5-810-6310 |
| DOUG STUTT | \$ 267.49 | BOOT BARN | CLOTHING ALLOWANCE | 630-5-820-6181 |
| TATE OLSON | \$ 44.91 | CASEYS | PIZZA FOR SAFETY MEETING | 630-5-820-6230 |
| | \$ 31.00 | CASEYS | PIZZA FOR SAFETY MEETING | 630-5-820-6240 |
| | \$ 256.59 | J HARLEN CO | LONG SLEEVE SHIRTS | 630-5-820-6181 |
| | \$ 289.62 | HIVIS AND SUMMIT SAFETY | HOODED SWEATSHIRT | 630-5-820-6181 |
| | \$ 40.64 | CENEX BIG 10 | PIZZA FOR SAFETY MEETING | 630-5-820-6181 |
| | \$ 2,395.66 | | | |