

# **Utility Board Meeting Minutes**

*For April 18, 2016*

The Atlantic Municipal Utilities' Board of Trustees met in a regular monthly meeting on April 18, 2016, at 4:00 P.M. in the Municipal Utilities' office building.

Present: Chairman Joyce Jensen; Trustees – Dave Sturm, Ted Robinson, and Joanne Lorence.

Absent: None.

Also Present: Steve Tjepkes, General Manager; Jennifer Saathoff, Board Secretary; Greg Smith, Director of Electric Operations; Jon Martens, Director of Water Operations; and Bob Cord, City Council Representative.

Chairperson Jensen called the regular monthly meeting to order.

Trustee Lorence moved, seconded by Trustee Sturm, to adopt the meeting agenda. All ayes.

Trustee Lorence moved, seconded by Trustee Robinson, to approve the monthly consent agenda. All ayes. The consent agenda included approval of prior meeting minutes, filing of monthly and quarterly reports, approval of bills, and approval of an easement.

General Manager Tjepkes discussed with the board the annual insurance renewal with the IAMU Safety Group. Trustee Robinson moved to approve the insurance renewal quote. The motion was seconded by Trustee Lorence. All ayes.

The board went on to review the current cash reserve levels and had a discussion on updating the current reserve policy in the near future.

Jon Martens, Director of Water Operations, discussed with the board the bids for materials on the 2016 Water Main Projects. Trustee Sturm moved to approve the bid from Utility Equipment for \$16,991.12. The motion was seconded by Trustee Robinson. All ayes.

The board went on to discuss the bids from contractors on the 2016 Water Main Projects. Trustee Sturm moved to approve the bid from McCarthy Trenching. The motion was seconded by Trustee Lorence. All ayes.

General Manager Tjepkes updated the Board on a number of topics including the Generation & Power Supply, Local Generation MISO Capacity Sales, Local Diesel Generator Inspection, Section 457 Deferred Compensation Plan Changes, and Maintenance Department Staffing. Director Smith went over what the electric department is working on & Director Martens discussed what has been going on in the water department.

Chairperson Jensen asked if there was any old or new business to discuss. There was not.

There being no further business, Trustee Lorence moved to adjourn, seconded by Trustee Robinson. The meeting was adjourned at 5:35 P.M.

Joyce Jensen, Chairperson

Attest:

Jennifer M. Saathoff, Secretary