



Utility Board Meeting Minutes

For January 22, 2018

The Atlantic Municipal Utilities' Board of Trustees met in regular session on January 22, 2018, at 4:00 P.M. in the Municipal Utilities' offices.

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

Absent: None.

Also Present: Steve Tjepkes, General Manager; Jennifer Saathoff, Board Secretary; Jon Martens, Director of Water Operations; and Gerald Brink, Representative from Atlantic City Council.

Chairperson Jensen called the meeting to order.

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

General Manager Tjepkes informed the board that Missouri River Energy Services Representatives were on the agenda under Visitors to have a presentation for the board. Unfortunately, the weather forced them to cancel their trip and they will not be able to attend the meeting.

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 & quarterly reports, monthly vouchers, and pay estimate for the Glacier Road Substation.

A listing of delinquent accounts totaling \$9,648.61 in the Electric Department and \$3,366.65 in the Water Department was submitted to the Board and discussed. Bad debt recoveries for the year totaled \$9,251.96. Motion by Trustee Sturm, seconded by Trustee Meneely, to remove the accounts from the active accounts listing and transfer them to a bad debt listing for further collection procedures as deemed necessary by management. All ayes.

General Manager Tjepkes reviewed a change order of \$20,863.00 for the Glacier Road Substation. Trustee Robinson moved to approve the change order which included additional grading and lowering of the substation fencing. The motion was seconded by Trustee Lorence. All ayes.

General Manager Tjepkes updated the Board on MRES relations, the ethanol plant, an open lineworker position, and the new energy efficiency program. General Manager Tjepkes proceeded to go 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 Sturm moved to adjourn, seconded by Trustee Robinson. The meeting was adjourned at 5:00 P.M.

Joyce Jensen, Chairperson

Attest:

Jennifer M. Saathoff, Secretary