

MUB MEETING
January 22, 2015
7:30 AM

Meeting called to order by Ken Sabers, MUB Member. Members present were Ken Sabers, MUB Member; Mark Carstensen, MUB Member; Greg Barnier, City Attorney; Fay Bueno, Finance Officer; Daniel Ainslie, City Manager; Rick Bush, Public Works; Dale Olson, Water Superintendent; and Dan Mayer, MUB President by phone. Mark Carstensen made a motion to approve today's agenda and the minutes from last meeting, Dan Mayer seconded. Approved. Dan Mayer made a motion to approve the claims, Mark Carstensen seconded. Approved.

Dale Olson presented a customer concern about deposit requirements. Fay Bueno asked for clarification on when and who needs deposits. Discussion included land lord agreements, availability fees and deposits. The City Attorney will work on clarifying this within the regulations. Also, there was discussion about the City Attorney writing an addendum for an old contract agreement. Water Superintendent Dale Olson reported that the spring project on Spruce, Fulton, Tilford and Sherman Streets will go to bid in February. He has busy completing year end reports.

There was no Old Business. For New Business, Dale Olson presented the Annual Water Report. The water sales have increased with acceptable water loss due to water leaks and old meters. Due to the fact that several water leaks have been fixed, it is anticipated that the loss will decrease next year. It was discussed that bulk water sales will likely decrease next year due to the Rural Water lines going in. (Please note: those interested in this annual report may read it on the City website or go to the Finance office for a copy.)

Also, discussed were the proposed new projects for the next couple years. This year's spring project consists of replacing main and service lines on Spruce, Fulton, Tilford and Sherman Streets. Next year the Main Street project will begin. Dan Mayer asked if the water department's portion of the project is in reserve. Dale Olson replied that the money will be in reserves with no need for loans anticipated.

The water department ended the year 25% under the expenditures budgeted. There was a \$250,000 grant put into the reserves but the board was cautioned by Mr. Ainslie that the reserves will be used to pay for the projects this year and the Main Street project next year. In other business, Fay Bueno is anticipating outsourcing the utility billing. This will result in significant saving in money as well as employee time. The turn-around time to receive bills is one day. If this is implemented, it will start in April.

Daniel gave an update on the Davenport Utility Project. The bills for the project were initially paid out of the City's Revolving Loan Fund. When the project was finished, A state grant paid for the wastewater and private utilities portion and water department "reserves" paid for the rest of the project cost equaling \$232,414.99. This money was taken out in one lump sum from the water department's account for easier accounting. Every tap fee charged for the development of each new parcel or lot will be put into the water department's funds to help recoup this cost. As per the Development Agreement with the owner, this property must be offered for sale at market rate. The Finance Office will provide quarterly reports to the Board to keep it informed on the balances since large payments like this will be occurring as development progresses.

Mark Carstensen made a motion to adjourn, Dan Mayer seconded the motion. Meeting adjourned by Ken Sabers. The next meeting will be Tuesday, February 24 at 7:30 am in the front conference room.

Dan Mayer, President

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