

VINTON MUNICIPAL ELECTRIC UTILITY BOARD MEETING

NOVEMBER 8, 2016

A regular meeting of the Vinton Municipal Electric Board of Trustees was held on the 8th day of November, 2016, at 5:13 p.m., at the Line Distribution Office, Vinton, Iowa. Chairman Woodhouse presided and the roll being called the following board members were present and absent: Present: Anderson, Elwick, Woodhouse. Absent: Barron, Kremer.

Motion by Woodhouse, second by Anderson to approve the minutes of the October 11th meeting. Question: Yes - All. The Chairman declared the motion carried.

Motion by Woodhouse, second by Elwick to approve invoices in the amount of \$251,183.18. Question: Yes - All. The Chairman declared the motion carried.

Motion by Elwick, second by Anderson to approve the agenda. Question: Yes - All. The Chairman declared the motion carried.

General Manager Richtsmeier stated he had not yet received a proposal from Farr Technologies for doing a feasibility study for a telecommunications utility. The Trustees would like to share the expense of this study with the City.

General Manager Richtsmeier stated that a generation plant employee would be off work for a while. Richtsmeier is working on updating a generation plant employee job description. He would like to hire a temporary part-time employee for the plant. The general consensus of the Trustees was to hire someone for minimum wage up to 29 hours per week for one month. The Trustees will consider this part-time position on a monthly basis.

Motion by Elwick, second by Woodhouse to approve an energy adjustment factor of 2.02 cents per kWh for November billings. Question: Yes - All. The Chairman declared the motion carried.

Motion by Elwick, second by Woodhouse to approve designating the general manager as the primary representative to membership meetings for RPGI and the generation plant lead as an alternative representative. Question: Yes – All. The Chairman declared the motion carried.

General Manager Richtsmeier reported two electric meters had stopped working. One account showed minimal usage for four months. Secretary reported before the calculation of bills, an abnormal meter read report is reviewed and when necessary, the meter is re-read. A consumption exception report can be printed to check for meter miss reads. Richtsmeier also stated he wants to improve customer service. It was suggested to give the line crew a receipt book to use when collecting payments for after-hours utility turn-ons. After-hour payments can be placed in a night drop-box.

Motion by Woodhouse, second by Anderson to receive and file the October revenue and expenditure report. Question: Yes - All. The Chairman declared the motion carried.

OCT 2016	Begin.Balanc e	Revenues	Expenses	Transfers	End Balance
					3,032,623.1
Operating	2,960,264.43	430,176.94	357,818.26	0.00	1
Cap. Improve.	2,051,853.22	265.64	0.00	0.00	6
Self Insurance	750,000.00	0.00	0.00	0.00	750,000.00
					5,834,741.9
	5,762,117.65	430,442.58	357,818.26	0.00	7

General Manager Richtsmeier reported on: 1) He will be attending a FEMA meeting on Wednesday. 2) VU, Parks & Rec and VMEU will not be putting up Christmas lighting at the court house. 3) Gave the auditors the MD&A for FY 2015-2016. 4) Attended a RPGI meeting Oct 27th. 5) Seeking a proposal for a geotechnical survey for the ground on the north side of generation plant. 6) Attended a HISS safety meeting in La Porte City on SPCC requirements.

The City will be making a loan payment to VMEU soon. This will be the second annual payment on a three year loan. The loan was for vehicle purchases. Auditors were here in October. The Iowa Utility Board inquired about a utility account. A response was sent back to them.

Motion by Woodhouse, second by Anderson to adjourn the meeting. Question: Yes - All. The Chairman declared the motion carried. Time: 6:22 p.m.

Dr. Alan S. Woodhouse Chairman

Attest: _____
Cindy Michael Secretary