



Coggon Municipal Light Plant
Board of Trustees Meeting
Monday, July 13, 2020

The Coggon Municipal Light Plant Board of Trustees met in regular session on Monday, July 13, 2020 via ZOOM. The meeting was called to order at 7:00pm by Chair Hart. Those in attendance included, Chair Steve Hart, Treasurer Vaughn McClelland, Secretary Michelle Manternach, Trustees Chuck Moore and Bill Vosdingh, as well as employee Mary Rundle.

The June 8, 2020 meeting minutes were reviewed. With no additions or corrections, Treasurer McClelland motioned to approve the minutes of the June 8, 2020 meeting, Secretary Manternach seconds, 5 ayes and the motion carried. The minutes will also be posted on the City of Coggon's website.

The bills for July 2020 were reviewed by all, signed by Treasurer McClelland. Trustee Vosdingh motioned to pay the bills presented, Treasurer McClelland seconds, 5 ayes and the motion carried.

Bills for July 2020

Bills for the Month	MONTH	Amount
Alliant Energy	June & July	\$ 71.71
Casey's	Gas for F250	\$ 42.64
City of Coggon	Water/Sewer	\$ 55.62
Culligan	Water Cooler	\$ 28.06
Deposits	Customer Deposit Refunds	\$ 115.73
Energy Star Rebates	Customer Rebates	\$ 50.00
Fletcher Reinhardt	Padlocks, keys Meters	\$ 591.39
Fletcher Reinhardt	3 200 amp Cutouts	\$ 364.17
Fransyl Equipment	Bucket Cover	\$ 190.81
IAMU	Safety Training	\$ 194.99
Independence Light & Power	7.6.20 after hours restore power	\$ 633.61
IA Department of Revenue	Sales Tax	\$ 1,350.00
IA Department of Revenue	State Withholding	\$ 494.00
Iowa One Call	Locates	\$ 25.20
IPERS	June	\$ 657.05
IRS	Federal Withholding	\$ 1,038.82
Itron	Software upgrade	\$ 770.40
Koch Office Group	copies	\$ 43.58
LEAF	Copier lease	\$ 63.63
MVlink	Internet/phone	\$ 137.33
Personalized Paper	Receipt books	\$ 226.69
RPGI	Electricity Purchased	\$ 20,306.36
Shermco	Arc Flash Analysis	\$ 3,376.80
US Cellular	Cell Phone	\$ 51.40
USPS	Postage & Meter Testing	\$ 146.94
Van Wert	Software, installation & Training	\$ 3,426.00
Walmart	misc.	\$ 51.82
Wages	Mary	\$ 4,012.34
Wages	May-part time seasonal help	\$ 429.38

Wages	June-part time seasonal help	\$	1,070.02
Wages	July-part time seasonal help	\$	83.30
Wages	Board of Trustees Jan-June	\$	420.00
TOTALS		\$	40,519.79
Savings			
Transfer to Savings	Bond & Insurance Payments	\$	5,000.00
Transfer to Savings	General Savings	\$	5,000.00
TOTALS		\$	10,000.00
TOTAL		\$	50,519.79

ARC Flash Study results and recommendations were reviewed. Shermco will provide a quote to add a remote switch from the large transformer. Employee Rundle will check with David Charles of Shermco on changing the settings to the relay PD Cummins to better protect the generator. Employee Rundle is required to wear the proper PPE when working outages or generating. She will be allowed the same PPE allowance approved at the July 9, 2018 meeting.

Chair Hart and Employee Rundle will complete the MJ Electric contract and include a scope of work to be performed. Trustee Vosdingh motions that Employee Rundle have the authority to sign the MJ contract, Secretary Manternach seconds, 5 ayes and motion passed.

J. Recker was called to assist with an outage on 7/6/2020. Trustee Vosdingh motioned to pay J. Recker double his hourly rate when he was an employee of CMLP, at a minimum of 3 hours. This also applies to any future assistance he may provide. Treasurer McClelland seconds, 5 ayes and motion passed.

It was decided that a customer constructing a new home in Coggon will be charged \$10 per foot installed. A policy as to this will be drawn up, approved and signed at the next meeting.

If a customer's meter box is attached to a CMLP pole and becomes rusty to the point of being unsafe, the home owner will be responsible for the cost of the new meter box. CMLP will pay for the labor.

The bucket and digger trucks are both due for annual dielectric and dot inspections. Employee Rundle will schedule these as requested by the board.

MISO declared a max gen warning from 7/1 – 7/10/2020. We generated power to the grid on 7/2, 7/6, 7/7, 7/8 and 7/9. An outage on 7/6/2020 occurred when switching from generation back to the ITC grid. A fuse blew on the Primary line due to the extremely heavy load, at that time. Independence replaced the fuse to restore power to that phase. On 7/8/2020 MJ Electric replaced the cut outs to accept a larger fuse to avoid the problem in the future.

7/9/2020 Coggon experience a very brief outage. This was on the ITC side, outside of Coggon and determined to be due to the storms in the area.

Linn County Public Health Air Quality Division held an audit. They recommended that our 2003 Permit to Operate (generate) be remodified due to the age of the permit and that we now only have one engine versus the 3. They are working on a remodification.

Due to the increased job responsibilities required of Employee Rundle, Treasurer McClelland motioned effective 7/13/2020 to increase her hourly rate of pay to \$24 an hour. She will no longer receive \$25 a day on call pay. Trustee Vosdingh seconds, 5 ayes and the motion passed.

Treasurer McClelland motioned to adjourn at 8:18 pm, Trustee Moore seconds, 5 ayes and motion to adjourn carried.

Unofficial minutes
Employee Mary Rundle
CMLP Office Manager/Interim Superintendent