



Coggon Municipal Light Plant
Board of Trustees Meeting
Monday, June 8, 2020

The Coggon Municipal Light Plant Board of Trustees met in regular session on Monday, June 8, 2020 via ZOOM. The meeting was called to order at 7:21pm by Chair Hart. Those in attendance included, Chair Steve Hart, Treasurer Vaughn McClelland, Secretary Michelle Manternach, Trustee Chuck Moore, as well as employee Mary Rundle. Heather Beeh and Deb Hinton were also in attendance. Trustee Bill Vosdingh was unable connect.

The May 11, 2020 meeting minutes were reviewed. With no additions or corrections, Treasurer McClelland motioned to approve the minutes of the May 11, 2020 meeting, Secretary Manternach seconds, 4 ayes and the motion carried. The minutes will also be posted on the City of Coggon's website.

The bills for June 2020 were reviewed by all, signed by Treasurer McClelland. Treasurer McClelland motioned to pay the bills presented, Secretary Manternach seconds, 4 ayes and the motion carried.

Bills for the Month	MONTH	Amount
Alliant Energy	May	\$ 35.32
Anamosa Car wash	car wash	\$ 8.00
Banyon Data Systems	Software upgrade	\$ 2,690.00
Banyon Data Systems	Annual UB Support	\$ 795.00
Caseys	Gas for F250	\$ 40.02
City of Coggon	Water/Sewer	\$ 55.35
Culligan	Water Cooler	\$ 5.45
Dollar General	Misc Cleaning supplies	\$ 29.69
Drury Accounting	1st Quarter Review	\$ 150.00
Fletcher Reinhardt	Padlocks & Keys	\$ 95.20
Fransyl Equipment	Repair & parts to Bucket truck	\$ 7,301.97
Independence Light & Power	5.11.20 Restore Power	\$ 475.50
Koch Office Group	copies	
MVLink	Internet/phone	\$ 137.33
IAMU	Safety Training	\$ 194.99
Iowa One Call	Locates	\$ 25.20
IA Department of Revenue	Sales Tax	\$ 1,009.00
IPERS		\$ 525.64
IRS	Federal Withholding	\$ 831.08
LEAF	Copier lease	\$ 63.63
Linn News letter	Publishing	\$ 90.98
Menards	landscape	\$ 85.75
Microsoft	Windows Pro Upgrade	\$ 105.93
Quality Ridge	street light and meter socket	\$ 433.03
Rebates	Energy Star Customer Rebates	\$ 50.00
RPGI	Electricity Purchased	\$ 11,412.13
Shermco	Arc Flash Analysis	\$ 1,447.20
Theisens	landscape & weed killer	\$ 248.86

Tractor Supply	Barrier weed control	\$	108.04
US Cellular	Cell Phone	\$	51.40
USPS	Postage and renew PO Box	\$	189.00
Walmart	misc	\$	74.55
Wages	Mary		
TOTALS		\$	25,236.92
Savings			
Transfer to Savings	Bond & Insurance Payments	\$	5,000.00
Transfer to Savings	General Savings	\$	5,000.00
TOTALS		\$	10,000.00
TOTAL		\$	35,236.92

MJ Electric provided a standard contract agreement which was reviewed by the board. It was agreed to have the attorney assist with the language to provide on the contract for the scope of work to be performed.

The bucket and digger trucks are both due for their annual inspections. Mary will provide the board with the costs from 2019 for each of the inspections to determine if the inspections should be completed due to the lack of use at this time.

The new Water softener installed in 2015 is no longer in use so it was determined that it could be sold.

The board agreed to pay employee Rundle \$20 each time she uses her personal mower to mow the plant yard.

Chair Hart mentioned that he wanted to continue to have a good working relationship with the City. Deb Hinton, of Coggon Public Works explained that the shut off at the plant has been broken for some time that that the plant would be responsible for digging up the shut off valve to have it repaired. The board agreed to get quotes for the repair work. Heather Beeh, Mayor of Coggon, voiced concern for the light plants open position. The position continues to be advertised with the IAMU. The board has interviewed, but struggles to find qualified candidates. Due to this, safety reasons and the cost to hire someone qualified, the board all agrees that the work will be contracted out.

Treasurer McClelland motioned to adjourn at 8:23 pm, Secretary Manternach seconds, 4 ayes and motion to adjourn carried.

Unofficial minutes
Employee Mary Rundle
CMLP Office Manager/Interim Superintendent