UTILITY BOARD OF TRUSTEES
CITY HALL COUNCIL CHAMBERS
DECEMBER 17, 2025

Present: Jan Kahler, Aaron Eltrich, Megan Andresen, And Abby Gehl
Absent: Robert Herring

Chairperson Kahler called the meeting to order at 4:44 p.m.

Motion by Eltrich and seconded by Andresen to approve the agenda. All Ayes

Motion by Eltrich and seconded Gehl to approve the minutes. All Ayes

Discussion was held about the possibility of making additional fund transfers in the calendar year 2025. Admin. Clerk Leesa Budde presented to the board that it is projected that MMEU will have an operating surplus of close to $300,000. It was proposed to make additional fund transfers totaling $200,000 from operating (separate from the 2025 Budgeted Transfer already completed). The additional transfers would include: **$35,000** to the Vehicle Fund for the cost of the Ford Maverick that was purchased in 2025; **$20,000** to Equipment Fund for the cost of the New Skid Loader in 2026 (Heavy Equipment fund is getting low due to higher equipment prices), **$45,000** to cover the cost of the Grant Project as MMEU has to pay the total cost and then request reimbursement, and **$100,000** to the Power Plant Maintenance Fund to prepare for the Cooling Tower Project that is planned for 2027. There was a discussion regarding transferring more funds to the Power Plant Maintenance Fund. Management initially proposed to transfer $100,000. The Board agreed to allow management to transfer more than $100,000 if the final 2025 budget numbers allow. Motion by Eltrich and seconded by Gehl to approve the additional 2025 funds transfers as noted and discussed. All Ayes by Roll Call.

Discussion was held on Resolution 2025-9, A Resolution Adopting an Electric Reliability Plan for Maquoketa Municipal Electric Utility. Admin. Clerk. Leesa Budde explained to the board that this is an annual requirement by the Iowa Utilities Commission to have a reliability plan in place. This new plan for 2026 is the same as in years past, with updated dates. Motion by Eltrich and seconded by Andresen to approve Resolution 2025-9, A Resolution Adopting an Electric Reliability Plan for Maquoketa Municipal Electric Utility. All Ayes by Roll Call

Motion by Eltrich and seconded by Andresen to approve the claims as presented.
All Ayes by Roll Call.

Budget discussions were held and Admin. Clerk Leesa Budde briefly went over the current standing of the 2025 budget numbers.

Manager Reports were presented.

Matt Buck, Distribution Superintendent – Crews will be starting tree trimming for the season soon. Also, this week the crews will be doing the last phase of the 4kv conversion project in the downtown area, with outages planed on Thursday, Friday and Monday of next week to complete the work. Crews also working on moving lines for the Briggs School project.
AJ Bowman – Crews have been working on routine maintenance and putting DC lights at the substations. Looking at starting other projects such as inventory and work on engine 6.
Leesa Budde – Glovik Community Park project is completed; MMEU initially pledged an in-kind donation of labor to the City up to $20,000 – total cost of MMEU labor was $14,220. Also, under budget was the material and equipment billed to the City; estimated at $33,000, total billed as $23,850.

Motion by Andresen and all ayes to adjourn the meeting at 4:56 p.m.

ATTEST:

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Megan Andresen, Secretary Jan Kahler, Chairperson