

MINUTES OF MEETING OF BOARD OF TRUSTEES OF THE  
MUNICIPAL ELECTRIC UTILITY, CITY OF CEDAR FALLS, IOWA

**May 14, 2025**

The Board of Trustees of the Municipal Electric Utility of the City of Cedar Falls, Iowa, met on the above date in regular session, pursuant to law and the rules of said Board.

The meeting was called to order at 2:00 p.m. by Chair Jeffrey J. Engel. Upon call of the roll, present were: Trustees: Jeffrey J. Engel, MaraBeth K. Soneson, Nick A. Evens, Debra S. Iehl, and Richard L. McAlister. Absent: None. Others present: Susan M. Abernathy, General Manager/CEO; Bradley M. Strouse, Board Counsel; Brian Stavenger (electronically), CPA, Partner of Eide Bailly, LLP and Cody Overbeck (electronically), representative of Oracle.

Moved by Trustee McAlister, seconded by Soneson to approve the agenda as printed and distributed. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried.

New employee, Emma Tuetken, was introduced. Retiring Director of Customer Service & Business Development, Mike Litterer, was recognized for seven years of service.

Moved by Trustee Evens, seconded by Trustee Soneson to approve the minutes of the April 9, 2025, regular meeting, as printed and distributed; and to approve the Schedule of Bills for the month of April that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of April 1, 2025, through April 30, 2025; check numbers: 161822-161825; 161828-161851; 161883-161920; 161946-161948; 161959-162000; 162031-162034; 162047-162096; 162126-162136; 162138-162165; 162199-162201; 162214-162215; 234385-234554; 114083801781; 114756689519; 117435979453; 693469079325; 693853340158; a detailed itemized copy of which has been submitted to the Board of Trustees. Upon call for the vote, all Trustees voted aye: Engel, Soneson, Evens, Iehl, and McAlister. Nay: None. Absent: None. Motion carried.

Moved by Trustee Evens, seconded by Trustee Soneson to receive and file personnel action reports and a report of contracts executed by the General Manager. Upon call for the vote, all Trustees voted aye: Engel, Soneson, Evens, Iehl, and McAlister. Nay: None. Absent: None. Motion carried.

An overview of the 2024 audited financial statements was provided by Brian Stavenger, CPA, Partner of Eide Bailly, LLC. The Utility received an unmodified opinion, which is the highest opinion that can be achieved. No audit findings were reported, including no material weaknesses or significant internal control deficiencies. Moved by Trustee McAlister, seconded by Trustee Evens to receive and file the 2024 audited financial statements. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried.

Moved by Trustee Soneson, seconded by Trustee Evens to adopt the following Resolutions by one motion:

**No. 6674** Resolution approving and authorizing execution of an agreement with ABB in the amount of \$573,336.00 for a distributed control system (DCS).

**No. 6675** Resolution approving and authorizing the purchase of additional software licenses to use with the CCB upgrade/C2M migration project. Said licenses will be purchased from Mythics (as an Oracle Reseller) in the amount of \$101,567.00.

Upon call of the roll, the following Trustees voted aye: Engel, Soneson, Evens, Iehl, and McAlister. Nay: None. Absent: None. Motion carried.

Moved by Trustee Evens, seconded by Trustee Soneson to adopt **Resolution No. 6671** amending the Bylaws of the Board of Trustees which included a revision to the audit process allowing the Board to either seek proposals for independent audit services every five years, or the option to retain the current auditing firm with a new audit partner for an additional five-year period. Other minor clean-up items were included in the revisions. Upon call of the roll, the following Trustees voted aye: Engel, Soneson, Evens, Iehl, and McAlister. Nay: None. Absent: None. Motion carried.

Moved by Trustee Soneson, seconded by Trustee McAlister to adopt **Resolution No. 6672** approving and adopting revisions to employee handbook policies. Said revisions addressed vacation benefits, holidays, flex days, sick leave, and bereavement leave. Vacation, holiday, flex days, sick leave, and bereavement leave policies related to represented employees were removed from the union contract and inserted into the employee handbook. Upon call of the roll, the following Trustees voted aye: Engel, Soneson, Evens, Iehl, and McAlister. Nay: None. Absent: None. Motion carried.

Moved by Trustee Evens, seconded by Trustee Soneson to adopt **Resolution No. 6673** approving and authorizing execution of an agreement between the Utility and Local 3576, American Federation of State, County and Municipal Employees, AFL-CIO (AFSCME) covering the five-year period commencing July 1, 2025 to June 30, 2030. Upon call of the roll, the following Trustees voted aye: Engel, Soneson, Evens, Iehl, and McAlister. Nay: None. Absent: None. Motion carried.

The following items were presented for information purposed only: an update on current state legislative items; the current electric reliability report; Health and Dental Plan reports; financial dashboard, investment, and balance sheet reports; a preview of Insurance premium and coverage renewals was provided; a review of the proposed Strategic Plan was provided; an update on vehicle purchases was provided; and an update on the reciprocating engines bid opening was provided.

Bill Skubal, Director of Operations, presented a financial analysis of local generating units.

Moved by Trustee Soneson, seconded by Trustee McAlister to adopt **Resolution No. 6677** approving fact-finding in accordance with Code of Iowa, Chapter 388.9(1). Upon call of the roll, the following Trustees voted aye: Engel, Soneson, Evens, Iehl, and McAlister. Nay: None. Absent: None. Motion carried.

Moved by Trustee Evens, seconded by Trustee Soneson to adjourn to closed session in accordance with Code of Iowa, Chapter 388.9(1), Chapter 21.5(1)(a) and Chapter 21.5(1)(k). Upon call of the roll, the following Trustees voted aye: Engel, Soneson, Evens, Iehl, and McAlister. Nay: None. Absent: None. Motion carried. The meeting adjourned to closed session at 3:30 p.m.

The meeting returned to open session at 4:17 p.m.

There were no Board requests to staff.

Moved by Trustee McAlister, seconded by Trustee Soneson to adjourn the meeting. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried. The meeting adjourned at 4:21 p.m.

MINUTES OF MEETING OF BOARD OF TRUSTEES OF THE  
MUNICIPAL GAS UTILITY, CITY OF CEDAR FALLS, IOWA

**May 14, 2025**

The Board of Trustees of the Municipal Gas Utility of the City of Cedar Falls, Iowa, met on the above date in regular session, pursuant to law and the rules of said Board.

The meeting was called to order at 2:00 p.m. by Chair Jeffrey J. Engel. Upon call of the roll, present were: Trustees: Jeffrey J. Engel, MaraBeth K. Soneson, Nick A. Evens, Debra S. Iehl, and Richard L. McAlister. Absent: None. Others present: Susan M. Abernathy, General Manager/CEO; Bradley M. Strouse, Board Counsel; Brian Stavenger (electronically), CPA, Partner of Eide Bailly, LLC and Cody Overbeck (electronically), representative of Oracle.

Moved by Trustee McAlister, seconded by Soneson to approve the agenda as printed and distributed. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried.

New employee, Emma Tuetken, was introduced. Retiring Director of Customer Service & Business Development, Mike Litterer, was recognized for seven years of service.

Moved by Trustee Evens, seconded by Trustee Soneson to approve the minutes of the April 9, 2025, regular meeting, as printed and distributed; and to approve the Schedule of Bills for the month of April that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of April 1, 2025, through April 30, 2025; check numbers: 161822-161825; 161828-161851; 161883-161920; 161946-161948; 161959-162000; 162031-162034; 162047-162096; 162126-162136; 162138-162165; 162199-162201; 162214-162215; 234385-234554; 114083801781; 114756689519; 117435979453; 693469079325; 693853340158; a detailed itemized copy of which has been submitted to the Board of Trustees. Upon call for the vote, all Trustees voted aye: Engel, Soneson, Evens, Iehl, and McAlister. Nay: None. Absent: None. Motion carried.

Moved by Trustee Evens, seconded by Trustee Soneson to receive and file personnel action reports and a report of contracts executed by the General Manager. Upon call for the vote, all

Trustees voted aye: Engel, Soneson, Evens, Iehl, and McAlister. Nay: None. Absent: None. Motion carried.

An overview of the 2024 audited financial statements was provided by Brian Stavenger, CPA, Partner of Eide Bailly, LLC. The Utility received an unmodified opinion, which is the highest opinion that can be achieved. No audit findings were reported, including no material weaknesses or significant internal control deficiencies. Moved by Trustee McAlister, seconded by Trustee Evens to receive and file the 2024 audited financial statements. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried.

Moved by Trustee Evens, seconded by Trustee Soneson to adopt **Resolution No. 6671** amending the Bylaws of the Board of Trustees which included a revision to the audit process allowing the Board to either seek proposals for independent audit services every five years, or the option to retain the current auditing firm with a new audit partner for an additional five-year period. Other minor clean-up items were included in the revisions. Upon call of the roll, the following Trustees voted aye: Engel, Soneson, Evens, Iehl, and McAlister. Nay: None. Absent: None. Motion carried.

Moved by Trustee Soneson, seconded by Trustee McAlister to adopt **Resolution No. 6672** approving and adopting revisions to employee handbook policies. Said revisions addressed vacation benefits, holidays, flex days, sick leave, and bereavement leave. Vacation, holiday, flex days, sick leave, and bereavement leave policies related to represented employees were removed from the union contract and inserted into the employee handbook. Upon call of the roll, the following Trustees voted aye: Engel, Soneson, Evens, Iehl, and McAlister. Nay: None. Absent: None. Motion carried.

Moved by Trustee Evens, seconded by Trustee Soneson to adopt **Resolution No. 6673** approving and authorizing execution of an agreement between the Utility and Local 3576, American Federation of State, County and Municipal Employees, AFL-CIO (AFSCME) covering the five-year period commencing July 1, 2025 to June 30, 2030. Upon call of the roll, the following Trustees voted aye: Engel, Soneson, Evens, Iehl, and McAlister. Nay: None. Absent: None. Motion carried.

Moved by Trustee Soneson, seconded by Trustee Evens to adopt **Resolution No. 6675** approving and authorizing the purchase of additional software licenses to use with the CCB upgrade/C2M migration project. Said licenses will be purchased from Mythics (as an Oracle

Reseller) in the amount of \$101,567.00. Upon call of the roll, the following Trustees voted aye: Engel, Soneson, Evens, Iehl, and McAlister. Nay: None. Absent: None. Motion carried.

The following items were presented for information purposed only: an update on current state legislative items; Health and Dental Plan reports; financial dashboard, investment, and balance sheet reports; a preview of Insurance premium and coverage renewals was provided; and a review of the proposed Strategic Plan was provided.

Moved by Trustee Evens, seconded by Trustee Soneson to adjourn to closed session in accordance with Code of Iowa, Chapter 21.5(1)(a) and Chapter 21.5(1)(k). Upon call of the roll, the following Trustees voted aye: Engel, Soneson, Evens, Iehl, and McAlister. Nay: None. Absent: None. Motion carried. The meeting adjourned to closed session at 3:30 p.m.

The meeting returned to open session at 4:17 p.m.

There were no Board requests to staff.

Moved by Trustee McAlister, seconded by Trustee Soneson to adjourn the meeting. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried. The meeting adjourned at 4:21 p.m.

MINUTES OF MEETING OF BOARD OF TRUSTEES OF THE  
MUNICIPAL WATER UTILITY, CITY OF CEDAR FALLS, IOWA

**May 14, 2025**

The Board of Trustees of the Municipal Water Utility of the City of Cedar Falls, Iowa, met on the above date in regular session, pursuant to law and the rules of said Board.

The meeting was called to order at 2:00 p.m. by Chair Jeffrey J. Engel. Upon call of the roll, present were: Trustees: Jeffrey J. Engel, MaraBeth K. Soneson, Nick A. Evens, Debra S. Iehl, and Richard L. McAlister. Absent: None. Others present: Susan M. Abernathy, General Manager/CEO; Bradley M. Strouse, Board Counsel; Brian Stavenger (electronically), CPA, Partner of Eide Bailly, LLC and Cody Overbeck (electronically), representative of Oracle.

Moved by Trustee McAlister, seconded by Soneson to approve the agenda as printed and distributed. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried.

New employee, Emma Tuetken, was introduced. Retiring Director of Customer Service & Business Development, Mike Litterer, was recognized for seven years of service.

Moved by Trustee Evens, seconded by Trustee Soneson to approve the minutes of the April 9, 2025, regular meeting, as printed and distributed; and to approve the Schedule of Bills for the month of April that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of April 1, 2025, through April 30, 2025; check numbers: 161822-161825; 161828-161851; 161883-161920; 161946-161948; 161959-162000; 162031-162034; 162047-162096; 162126-162136; 162138-162165; 162199-162201; 162214-162215; 234385-234554; 114083801781; 114756689519; 117435979453; 693469079325; 693853340158; a detailed itemized copy of which has been submitted to the Board of Trustees. Upon call for the vote, all Trustees voted aye: Engel, Soneson, Evens, Iehl, and McAlister. Nay: None. Absent: None. Motion carried.

Moved by Trustee Evens, seconded by Trustee Soneson to receive and file personnel action reports and a report of contracts executed by the General Manager. Upon call for the vote, all

Trustees voted aye: Engel, Soneson, Evens, Iehl, and McAlister. Nay: None. Absent: None. Motion carried.

An overview of the 2024 audited financial statements was provided by Brian Stavenger, CPA, Partner of Eide Bailly, LLC. The Utility received an unmodified opinion, which is the highest opinion that can be achieved. No audit findings were reported, including no material weaknesses or significant internal control deficiencies. Moved by Trustee McAlister, seconded by Trustee Evens to receive and file the 2024 audited financial statements. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried.

Moved by Trustee Soneson, seconded by Trustee Evens to adopt the following Resolutions by one motion:

**No. 6675** Resolution approving and authorizing the purchase of additional software licenses to use with the CCB upgrade/C2M migration project. Said licenses will be purchased from Mythics (as an Oracle Reseller) in the amount of \$101,567.00.

**No. 6676** Resolution approving and authorizing execution of a Lease Agreement Amendment with Bell Atlantic Mobile Systems, LLC d/b/a Verizon Wireless for placement of communications equipment on the water tower located at 1120 Lone Tree Road. Amendment to said lease agreement updates the type, description, and number of pieces of equipment to be located on the water tower and on the ground; provides for a corresponding increase to the monthly rental payments; and increases the aggregate dollar value of their liability insurance.

Upon call of the roll, the following Trustees voted aye: Engel, Soneson, Evens, Iehl, and McAlister. Nay: None. Absent: None. Motion carried.

Moved by Trustee Evens, seconded by Trustee Soneson to adopt **Resolution No. 6671** amending the Bylaws of the Board of Trustees which included a revision to the audit process allowing the Board to either seek proposals for independent audit services every five years, or the option to retain the current auditing firm with a new audit partner for an additional five-year period. Other minor clean-up items were included in the revisions. Upon call of the roll, the following Trustees voted aye: Engel, Soneson, Evens, Iehl, and McAlister. Nay: None. Absent: None. Motion carried.

Moved by Trustee Soneson, seconded by Trustee McAlister to adopt **Resolution No. 6672** approving and adopting revisions to employee handbook policies. Said revisions addressed vacation benefits, holidays, flex days, sick leave, and bereavement leave. Vacation, holiday, flex days, sick leave, and bereavement leave policies related to represented employees were removed from the union contract and inserted into the employee handbook. Upon call of the roll, the



following Trustees voted aye: Engel, Soneson, Evens, Iehl, and McAlister. Nay: None. Absent: None. Motion carried.

Moved by Trustee Evens, seconded by Trustee Soneson to adopt **Resolution No. 6673** approving and authorizing execution of an agreement between the Utility and Local 3576, American Federation of State, County and Municipal Employees, AFL-CIO (AFSCME) covering the five-year period commencing July 1, 2025 to June 30, 2030. Upon call of the roll, the following Trustees voted aye: Engel, Soneson, Evens, Iehl, and McAlister. Nay: None. Absent: None. Motion carried.

The following items were presented for information purposed only: an update on current state legislative items; Health and Dental Plan reports; financial dashboard, investment, and balance sheet reports; a preview of Insurance premium and coverage renewals was provided; and a review of the proposed Strategic Plan was provided.

Moved by Trustee Evens, seconded by Trustee Soneson to adjourn to closed session in accordance with Code of Iowa, Chapter 21.5(1)(a) and Chapter 21.5(1)(k). Upon call of the roll, the following Trustees voted aye: Engel, Soneson, Evens, Iehl, and McAlister. Nay: None. Absent: None. Motion carried. The meeting adjourned to closed session at 3:30 p.m.

The meeting returned to open session at 4:17 p.m.

There were no Board requests to staff.

Moved by Trustee McAlister, seconded by Trustee Soneson to adjourn the meeting. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried. The meeting adjourned at 4:21 p.m.

MINUTES OF MEETING OF BOARD OF TRUSTEES OF THE  
MUNICIPAL COMMUNICATIONS UTILITY, CITY OF CEDAR FALLS, IOWA

**May 14, 2025**

The Board of Trustees of the Municipal Communications Utility of the City of Cedar Falls, Iowa, met on the above date in regular session, pursuant to law and the rules of said Board.

The meeting was called to order at 2:00 p.m. by Chair Jeffrey J. Engel. Upon call of the roll, present were: Trustees: Jeffrey J. Engel, MaraBeth K. Soneson, Nick A. Evens, Debra S. Iehl, and Richard L. McAlister. Absent: None. Others present: Susan M. Abernathy, General Manager/CEO; Bradley M. Strouse, Board Counsel; Brian Stavenger (electronically), CPA, Partner of Eide Bailly, LLC and Cody Overbeck (electronically), representative of Oracle.

Moved by Trustee McAlister, seconded by Soneson to approve the agenda as printed and distributed. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried.

New employee, Emma Tuetken, was introduced. Retiring Director of Customer Service & Business Development, Mike Litterer, was recognized for seven years of service.

Moved by Trustee Evens, seconded by Trustee Soneson to approve the minutes of the April 9, 2025, regular meeting, as printed and distributed; and to approve the Schedule of Bills for the month of April that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of April 1, 2025, through April 30, 2025; check numbers: 161822-161825; 161828-161851; 161883-161920; 161946-161948; 161959-162000; 162031-162034; 162047-162096; 162126-162136; 162138-162165; 162199-162201; 162214-162215; 234385-234554; 114083801781; 114756689519; 117435979453; 693469079325; 693853340158; a detailed itemized copy of which has been submitted to the Board of Trustees. Upon call for the vote, all Trustees voted aye: Engel, Soneson, Evens, Iehl, and McAlister. Nay: None. Absent: None. Motion carried.

Moved by Trustee Evens, seconded by Trustee Soneson to receive and file personnel action reports and a report of contracts executed by the General Manager. Upon call for the vote, all Trustees voted aye: Engel, Soneson, Evens, Iehl, and McAlister. Nay: None. Absent: None. Motion carried.

An overview of the 2024 audited financial statements was provided by Brian Stavenger, CPA, Partner of Eide Bailly, LLC. The Utility received an unmodified opinion, which is the highest opinion that can be achieved. No audit findings were reported, including no material weaknesses or significant internal control deficiencies. Moved by Trustee McAlister, seconded by Trustee Evens to receive and file the 2024 audited financial statements. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried.

Moved by Trustee Soneson, seconded by Trustee Evens to adopt the following Resolutions by one motion:

**No. 6667** Resolution approving and authorizing execution of an agreement to provide specialized communications services.

**No. 6668** Resolution approving and authorizing execution of an agreement with Oak District Assisted Living, LLC d/b/a Oak Park Estates Assisted Living, LLC to provide bulk basic-only TV services.

**No. 6669** Resolution approving and authorizing execution of an agreement with Grundy Center Municipal Utilities to provide wholesale bandwidth services.

**No. 6670** Resolution approving and authorizing execution of an agreement with Grundy Center Municipal Utilities to provide Radio Frequency (RF) video services.

**No. 6675** Resolution approving and authorizing the purchase of additional software licenses to use with the CCB upgrade/C2M migration project. Said licenses will be purchased from Mythics (as an Oracle Reseller) in the amount of \$101,567.00.

Upon call of the roll, the following Trustees voted aye: Engel, Soneson, Evens, Iehl, and McAlister. Nay: None. Absent: None. Motion carried.

Moved by Trustee Evens, seconded by Trustee Soneson to adopt **Resolution No. 6671** amending the Bylaws of the Board of Trustees which included a revision to the audit process allowing the Board to either seek proposals for independent audit services every five years, or the option to retain the current auditing firm with a new audit partner for an additional five-year period. Other minor clean-up items were included in the revisions. Upon call of the roll, the following Trustees voted aye: Engel, Soneson, Evens, Iehl, and McAlister. Nay: None. Absent: None. Motion carried.

Moved by Trustee Soneson, seconded by Trustee McAlister to adopt **Resolution No. 6672** approving and adopting revisions to employee handbook policies. Said revisions addressed vacation benefits, holidays, flex days, sick leave, and bereavement leave. Vacation, holiday, flex

days, sick leave, and bereavement leave policies related to represented employees were removed from the union contract and inserted into the employee handbook. Upon call of the roll, the following Trustees voted aye: Engel, Soneson, Evens, Iehl, and McAlister. Nay: None. Absent: None. Motion carried.

Moved by Trustee Evens, seconded by Trustee Soneson to adopt **Resolution No. 6673** approving and authorizing execution of an agreement between the Utility and Local 3576, American Federation of State, County and Municipal Employees, AFL-CIO (AFSCME) covering the five-year period commencing July 1, 2025 to June 30, 2030. Upon call of the roll, the following Trustees voted aye: Engel, Soneson, Evens, Iehl, and McAlister. Nay: None. Absent: None. Motion carried.

The following items were presented for information purposed only: an update on current state legislative items; Health and Dental Plan reports; financial dashboard, investment, and balance sheet reports; a preview of Insurance premium and coverage renewals was provided; and a review of the proposed Strategic Plan was provided.

Moved by Trustee Evens, seconded by Trustee Soneson to adjourn to closed session in accordance with Code of Iowa, Chapter 21.5(1)(a) and Chapter 21.5(1)(k). Upon call of the roll, the following Trustees voted aye: Engel, Soneson, Evens, Iehl, and McAlister. Nay: None. Absent: None. Motion carried. The meeting adjourned to closed session at 3:30 p.m.

The meeting returned to open session at 4:17 p.m.

There were no Board requests to staff.

Moved by Trustee McAlister, seconded by Trustee Soneson to adjourn the meeting. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried. The meeting adjourned at 4:21 p.m.