

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

January 10, 2018

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 MaraBeth K. Soneson. Upon call of the roll, present were: Trustees: MaraBeth K. Soneson, Craig A. Johnson, Pamela L. Taylor, Richard L. McAlister (electronically), and Jeffrey J. Engel (electronically). Absent: None. Others present: Steven E. Bernard, General Manager/CEO, John C. Larsen, Board Counsel, and Dale Olson, customer.

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

New employees, Mike Litterer and Zach Pierce, were introduced.

Moved by Trustee Taylor, seconded by Trustee Johnson to approve the minutes of the December 13, 2017, regular meeting minutes and the December 20, 2017, special meeting minutes as printed and distributed; and to approve the Schedule of Bills for the month of December that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of December 1, 2017, through December 31, 2017; check numbers: 124951-124956; 125049-125055; 125086-125087; 125100; 125180-125194; 125227-125232; 125281-125285; 125303; 125375-125388; 125396-125401; 205415-205795; 103553322257; 094046259225; 094042870278; 230915986623; 733286742423; 654675254755; 175169635026; 334086969583; 623758710199; 493130078982; 295063320931; 634406947773; 321102059874; 821737459956; 821738845740; 160882737591; 271378742137; 966191479686; 966193713188; 506962229938; 506964847143; 082176033540; 082177512437; 597543362416; 917381029354; 917380281629; 395811263817; 481760063383; 251474637872; 251470325572; 785710242780; 895714111490; 895715058714; 665872191980; 665872905878; a detailed itemized copy of which has been submitted to the Board of Trustees. Upon call for the vote all Trustees voted aye. Nay: None. Absent: None. Motion carried.

Moved by Trustee Johnson, seconded by Trustee Taylor to adopt the following Resolutions by one motion:

No. 6005 Resolution approving and adopting a revised Investment Policy. Said revision provides for clarifying guideline and procedures, and continued compliance as defined in the Code of Iowa, Chapters 12B and 12C.

No. 6006 Resolution authorizing the preparation of preliminary plans, specifications, proposed form of contract and estimated cost for the Warehouse Heating System Upgrade; and approving and authorizing a purchase order for architectural services with StruXture Architects for said project in the amount of \$29,000.

No. 6008 Resolution approving and adopting pay range and job description for the position of General Manager/Chief Executive Officer of Utilities.

No. 6009 Resolution approving and authorizing adjustment of compensation for the General Manager for 2018.

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

Moved by Trustee Taylor, seconded by Trustee Johnson to adopt **Resolution No. 6004** approving and authorizing the purchase of EMC Hyper-Converged Infrastructure hardware from ITsavvy, LLC, of Davenport, Iowa, in the amount of \$306,202.50. ITsavvy, LLC submitted the lowest responsive quote. Upon call of the roll, the following Trustees voted aye: Soneson, Johnson, Taylor, McAlister, and Engel. Nay: None. Absent: None. Motion carried.

The following items were presented for information purposes only: the current safety status of the Utility; an update on 2017 federal legislative items; options for possible baghouse improvements; an update on the Transportation Building site excavation; an update on employee classification appeals from the Compensation Study; a review of cold weather impacts on the Utility; and a potential sale of electric capacity.

Board requests for topics for Strategic Planning discussion include Extension Service Policy review and Board reporting and monitoring options.

Moved by Trustee Johnson, seconded by Trustee Taylor to adjourn to closed session in accordance with Code of Iowa, Chapter 21.5(1)(i) to discuss the General Manager's 2018 Performance Agreement. Upon call of the roll, the following Trustees voted aye: Soneson, Johnson, Taylor, McAlister, and Engel. Nay: None. Absent: None. Motion carried. The meeting adjourned to closed session at 2:55 p.m.

The meeting returned to open session at 3:25 p.m.

Moved by Trustee Johnson, seconded by Trustee Taylor to approve and file the General Manager's 2018 Performance Agreement. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried.

The Board scheduled February 22, 2018, at 1:00 p.m. and February 23, 2018, at 8:00 a.m. for strategic planning.

Moved by Trustee Johnson, seconded by Trustee Taylor to adjourn the meeting. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried. The meeting adjourned at 3:35 p.m.

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

January 10, 2018

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 MaraBeth K. Soneson. Upon call of the roll, present were: Trustees: MaraBeth K. Soneson, Craig A. Johnson, Pamela L. Taylor, Richard L. McAlister (electronically), and Jeffrey J. Engel (electronically). Absent: None. Others present: Steven E. Bernard, General Manager/CEO, John C. Larsen, Board Counsel, and Dale Olson, customer.

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

New employees, Mike Litterer and Zach Pierce, were introduced.

Moved by Trustee Taylor, seconded by Trustee Johnson to approve the minutes of the December 13, 2017, regular meeting minutes and the December 20, 2017, special meeting minutes as printed and distributed; and to approve the Schedule of Bills for the month of December that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of December 1, 2017, through December 31, 2017; check numbers: 124951-124956; 125049-125055; 125086-125087; 125100; 125180-125194; 125227-125232; 125281-125285; 125303; 125375-125388; 125396-125401; 205415-205795; 103553322257; 094046259225; 094042870278; 230915986623; 733286742423; 654675254755; 175169635026; 334086969583; 623758710199; 493130078982; 295063320931; 634406947773; 321102059874; 821737459956; 821738845740; 160882737591; 271378742137; 966191479686; 966193713188; 506962229938; 506964847143; 082176033540; 082177512437; 597543362416; 917381029354; 917380281629; 395811263817; 481760063383; 251474637872; 251470325572; 785710242780; 895714111490; 895715058714; 665872191980; 665872905878; a detailed itemized copy of which has been submitted to the Board of Trustees. Upon call for the vote all Trustees voted aye. Nay: None. Absent: None. Motion carried.

Moved by Trustee Johnson, seconded by Trustee Taylor to adopt the following Resolutions by one motion:

No. 6005 Resolution approving and adopting a revised Investment Policy. Said revision provides for clarifying guideline and procedures, and continued compliance as defined in the Code of Iowa, Chapters 12B and 12C.

No. 6006 Resolution authorizing the preparation of preliminary plans, specifications, proposed form of contract and estimated cost for the Warehouse Heating System Upgrade; and approving and authorizing a purchase order for architectural services with StruXture Architects for said project in the amount of \$29,000.

No. 6008 Resolution approving and adopting pay range and job description for the position of General Manager/Chief Executive Officer of Utilities.

No. 6009 Resolution approving and authorizing adjustment of compensation for the General Manager for 2018.

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

The following items were presented for information purposes only: the current safety status of the Utility; an update on 2017 federal legislative items; status of Central Plains Energy Project refinancing; an update on the Transportation Building site excavation; an update on employee classification appeals from the Compensation Study; and a review of cold weather impacts on the Utility.

Board requests for topics for Strategic Planning discussion include Extension Service Policy review and Board reporting and monitoring options.

Moved by Trustee Johnson, seconded by Trustee Taylor to adjourn to closed session in accordance with Code of Iowa, Chapter 21.5(1)(i) to discuss the General Manager's 2018 Performance Agreement. Upon call of the roll, the following Trustees voted aye: Soneson, Johnson, Taylor, McAlister, and Engel. Nay: None. Absent: None. Motion carried. The meeting adjourned to closed session at 2:55 p.m.

The meeting returned to open session at 3:25 p.m.

Moved by Trustee Johnson, seconded by Trustee Taylor to approve and file the General Manager's 2018 Performance Agreement. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried.

The Board scheduled February 22, 2018, at 1:00 p.m. and February 23, 2018, at 8:00 a.m. for strategic planning.

Moved by Trustee Johnson, seconded by Trustee Taylor to adjourn the meeting. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried. The meeting adjourned at 3:35 p.m.

MaraBeth K. Soneson – Chair

Pamela L. Taylor – Secretary

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

January 10, 2018

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 MaraBeth K. Soneson. Upon call of the roll, present were: Trustees: MaraBeth K. Soneson, Craig A. Johnson, Pamela L. Taylor, Richard L. McAlister (electronically), and Jeffrey J. Engel (electronically). Absent: None. Others present: Steven E. Bernard, General Manager/CEO, John C. Larsen, Board Counsel, and Dale Olson, customer.

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

New employees, Mike Litterer and Zach Pierce, were introduced.

Moved by Trustee Taylor, seconded by Trustee Johnson to approve the minutes of the December 13, 2017, regular meeting minutes and the December 20, 2017, special meeting minutes as printed and distributed; and to approve the Schedule of Bills for the month of December that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of December 1, 2017, through December 31, 2017; check numbers: 124951-124956; 125049-125055; 125086-125087; 125100; 125180-125194; 125227-125232; 125281-125285; 125303; 125375-125388; 125396-125401; 205415-205795; 103553322257; 094046259225; 094042870278; 230915986623; 733286742423; 654675254755; 175169635026; 334086969583; 623758710199; 493130078982; 295063320931; 634406947773; 321102059874; 821737459956; 821738845740; 160882737591; 271378742137; 966191479686; 966193713188; 506962229938; 506964847143; 082176033540; 082177512437; 597543362416; 917381029354; 917380281629; 395811263817; 481760063383; 251474637872; 251470325572; 785710242780; 895714111490; 895715058714; 665872191980; 665872905878; a detailed itemized copy of which has been submitted to the Board of Trustees. Upon call for the vote all Trustees voted aye. Nay: None. Absent: None. Motion carried.

Moved by Trustee Johnson, seconded by Trustee Taylor to adopt the following Resolutions by one motion:

No. 6005 Resolution approving and adopting a revised Investment Policy. Said revision provides for clarifying guideline and procedures, and continued compliance as defined in the Code of Iowa, Chapters 12B and 12C.

No. 6006 Resolution authorizing the preparation of preliminary plans, specifications, proposed form of contract and estimated cost for the Warehouse Heating System Upgrade; and approving and authorizing a purchase order for architectural services with StruXture Architects for said project in the amount of \$29,000.

No. 6007 Resolution authorizing the expenditure of funds in the amount of \$120,405.04 for work associated with the City of Cedar Falls' 2015, 2016, and 2017 street improvement projects and permanent street patching.

No. 6008 Resolution approving and adopting pay range and job description for the position of General Manager/Chief Executive Officer of Utilities.

No. 6009 Resolution approving and authorizing adjustment of compensation for the General Manager for 2018.

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

The following items were presented for information purposes only: the current safety status of the Utility; an update on 2017 federal legislative items; an update on the Transportation Building site excavation; an update on employee classification appeals from the Compensation Study; and a review of cold weather impacts on the Utility.

Board requests for topics for Strategic Planning discussion include Extension Service Policy review and Board reporting and monitoring options.

Moved by Trustee Johnson, seconded by Trustee Taylor to adjourn to closed session in accordance with Code of Iowa, Chapter 21.5(1)(i) to discuss the General Manager's 2018 Performance Agreement. Upon call of the roll, the following Trustees voted aye: Soneson, Johnson, Taylor, McAlister, and Engel. Nay: None. Absent: None. Motion carried. The meeting adjourned to closed session at 2:55 p.m.

The meeting returned to open session at 3:25 p.m.

Moved by Trustee Johnson, seconded by Trustee Taylor to approve and file the General Manager's 2018 Performance Agreement. Upon call for the vote, all Trustees voted aye.

Nay: None. Absent: None. Motion carried.

The Board scheduled February 22, 2018, at 1:00 p.m. and February 23, 2018, at 8:00 a.m. for strategic planning.

Moved by Trustee Johnson, seconded by Trustee Taylor to adjourn the meeting. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried. The meeting adjourned at 3:35 p.m.

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

January 10, 2018

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 MaraBeth K. Soneson. Upon call of the roll, present were: Trustees: MaraBeth K. Soneson, Craig A. Johnson, Pamela L. Taylor, Richard L. McAlister (electronically), and Jeffrey J. Engel (electronically). Absent: None. Others present: Steven E. Bernard, General Manager/CEO, John C. Larsen, Board Counsel, and Dale Olson, customer.

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

New employees, Mike Litterer and Zach Pierce, were introduced.

Moved by Trustee Taylor, seconded by Trustee Johnson to approve the minutes of the December 13, 2017, regular meeting minutes and the December 20, 2017, special meeting minutes as printed and distributed; and to approve the Schedule of Bills for the month of December that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of December 1, 2017, through December 31, 2017; check numbers: 124951-124956; 125049-125055; 125086-125087; 125100; 125180-125194; 125227-125232; 125281-125285; 125303; 125375-125388; 125396-125401; 205415-205795; 103553322257; 094046259225; 094042870278; 230915986623; 733286742423; 654675254755; 175169635026; 334086969583; 623758710199; 493130078982; 295063320931; 634406947773; 321102059874; 821737459956; 821738845740; 160882737591; 271378742137; 966191479686; 966193713188; 506962229938; 506964847143; 082176033540; 082177512437; 597543362416; 917381029354; 917380281629; 395811263817; 481760063383; 251474637872; 251470325572; 785710242780; 895714111490; 895715058714; 665872191980; 665872905878; a detailed itemized copy of which has been submitted to the Board of Trustees. Upon call for the vote all Trustees voted aye. Nay: None. Absent: None. Motion carried.

Moved by Trustee Johnson, seconded by Trustee Taylor to adopt the following Resolutions by one motion:

No. 6001 Resolution approving and authorizing execution of an agreement with Iowa Telecommunications and Technology Commission operating the Iowa Communications Network to provide specialized telecommunications services.

No. 6002 Resolution approving and authorizing execution of Amendment No. 1 to a 28E agreement with Reinbeck Telecommunications Utility to provide wholesale bandwidth headend services. Said Amendment provides for an increase in the amount of bandwidth purchased and extends the term of the agreement.

No. 6003 Resolution approving and authorizing execution of an agreement with Viking Pump to provide specialized telecommunications services.

No. 6005 Resolution approving and adopting a revised Investment Policy. Said revision provides for clarifying guideline and procedures, and continued compliance as defined in the Code of Iowa, Chapters 12B and 12C.

No. 6008 Resolution approving and adopting pay range and job description for the position of General Manager/Chief Executive Officer of Utilities.

No. 6009 Resolution approving and authorizing adjustment of compensation for the General Manager for 2018.

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

The following items were presented for information purposes only: the current safety status of the Utility; an update on 2017 federal legislative items; an update on employee classification appeals from the Compensation Study; and a review of cold weather impacts on the Utility.

Board requests for topics for Strategic Planning discussion include Extension Service Policy review and Board reporting and monitoring options.

Moved by Trustee Johnson, seconded by Trustee Taylor to adjourn to closed session in accordance with Code of Iowa, Chapter 21.5(1)(i) to discuss the General Manager's 2018 Performance Agreement. Upon call of the roll, the following Trustees voted aye: Soneson, Johnson, Taylor, McAlister, and Engel. Nay: None. Absent: None. Motion carried. The meeting adjourned to closed session at 2:55 p.m.

The meeting returned to open session at 3:25 p.m.

Moved by Trustee Johnson, seconded by Trustee Taylor to approve and file the General Manager's 2018 Performance Agreement. Upon call for the vote, all Trustees voted aye.

Nay: None. Absent: None. Motion carried.

The Board scheduled February 22, 2018, at 1:00 p.m. and February 23, 2018, at 8:00 a.m. for strategic planning.

Moved by Trustee Johnson, seconded by Trustee Taylor to adjourn the meeting. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried. The meeting adjourned at 3:35 p.m.