

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

February 13, 2019

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

Moved by Trustee McAlister, seconded by Trustee Engel 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 Cody Cole was introduced.

Customer Sue Green was present to encourage the Utility to set goals and provide a plan to reduce future greenhouse gas emissions.

Moved by Trustee Soneson, seconded by Trustee McAlister to approve the minutes of the January 9, 2019, regular meeting as printed and distributed; and to approve the Schedule of Bills for the month of January that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of January 1, 2019, through January 31, 2019; check numbers: 131169-131172; 131226; 131288-131291; 131319; 131347; 131405-131433; 131460; 131533-131547; 131557-131561; 131610; 131616; 131633-131634; 210692-211079; 918679799789; 918232147415; 692252938373; 692888029456; 214133578675; 214593275942; 852537383620; 852622086748; 079052847512; 079858591024; 124078197818; 124697867611; 016721713687; 885162455813; 885957029420; 573452085942; 821918285308; 751611242347; 020499460819; 020929656155; 964762301924; 811000987593; 919249853292; 686187991486; 596264554005; 599853048831; 347725349055; 220094357779; 024576671345; 826461725028; 826784002462; 171587037130; 171305799996; 197649553615; 197799262818; 027572594726; 027939112395; 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 Soneson, seconded by Trustee McAlister to receive and file personnel action reports, 2019 personnel annual report, and a report of contracts executed by the General Manager. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried.

Bill Skubal, Director of Operations, presented an overview of various emission data for the Utility's generation units, facilities, and vehicles.

Grant Rothweiler and Liz DeJoode, of PDCM Insurance, presented an overview of items related to the Utility's health plan, including the health fund balance and 2019 planning.

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

No. 6118 Resolution approving and authorizing an amendment to the Classification and Compensation Plan.

No. 6119 Resolution approving and authorizing the purchase of additional software licensing from Mythics, Inc. at a cost of \$326,803.50, plus \$71,896.77 for the first year of maintenance and support.

No. 6120 Resolution approving and authorizing execution of Change Orders Nos. 24 -25 to the original contract dated June 14, 2017, with Peters Construction Corporation for the Phase VI of Long Range Facilities Plan – Communications Addition & Maintenance Garage Project. Said Change Orders provide for a net increase of \$66,436.53; making the total contract price \$4,966,129.40. Explanation of said Change Orders has been provided to the Board by staff in the format of a Change Order Log. Said Resolution also approves and authorizes a revised purchase order with StuXture Architects for an additional \$4,750.84 for architectural services necessary; bringing the total cost to \$422,079.64 for the architectural services agreement.

No. 6121 Resolution approving and accepting as final the 2018 contract for the installation of electrical/communications conduits and associated equipment for the years 2018-2019; and authorizing the release of retainage funds for the year 2018 in the amount of \$22,995.12 to Hoffman & Hoffman Trenching, Inc. to be paid 30 days after the date of this Resolution.

No. 6122 Resolution approving and authorizing adjustment of General Manager's compensation pursuant to terms of employment agreement.

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

The following items were presented for information purposes only: an update on current state and federal legislative items; the Utility's current Residential Report Card; financial dashboard, investment and balance sheet reports were provided; and status of the reconstruction of the First Street railroad crossing.

There were no Board requests to staff.

Moved by Trustee Soneson, seconded by Trustee Engel to adjourn to closed session in accordance with Code of Iowa, Chapter 21.5(1)(k). Upon call of the roll, the following Trustees voted aye: Johnson, Taylor, McAlister, Engel, and Soneson. Nay: None. Motion carried. The meeting adjourned to closed session at 4:36 p.m.

The meeting returned to open session at 5:13 p.m.

The Board agreed to postpone the continued follow-up of their self-evaluations to a later date.

Moved by Trustee Engel, 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 5:15 p.m.

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

February 13, 2019

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

Moved by Trustee McAlister, seconded by Trustee Engel 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 Cody Cole was introduced.

Customer Sue Green was present to encourage the Utility to set goals and provide a plan to reduce future greenhouse gas emissions.

Moved by Trustee Soneson, seconded by Trustee McAlister to approve the minutes of the January 9, 2019, regular meeting as printed and distributed; and to approve the Schedule of Bills for the month of January that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of January 1, 2019, through January 31, 2019; check numbers: 131169-131172; 131226; 131288-131291; 131319; 131347; 131405-131433; 131460; 131533-131547; 131557-131561; 131610; 131616; 131633-131634; 210692-211079; 918679799789; 918232147415; 692252938373; 692888029456; 214133578675; 214593275942; 852537383620; 852622086748; 079052847512; 079858591024; 124078197818; 124697867611; 016721713687; 885162455813; 885957029420; 573452085942; 821918285308; 751611242347; 020499460819; 020929656155; 964762301924; 811000987593; 919249853292; 686187991486; 596264554005; 599853048831; 347725349055; 220094357779; 024576671345; 826461725028; 826784002462; 171587037130; 171305799996; 197649553615; 197799262818; 027572594726; 027939112395; 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 Soneson, seconded by Trustee McAlister to receive and file personnel action reports, 2019 personnel annual report, and a report of contracts executed by the General Manager. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried.

Bill Skubal, Director of Operations, presented an overview of various emission data for the Utility's generation units, facilities, and vehicles.

Grant Rothweiler and Liz DeJoode, of PDCM Insurance, presented an overview of items related to the Utility's health plan, including the health fund balance and 2019 planning.

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

No. 6118 Resolution approving and authorizing an amendment to the Classification and Compensation Plan.

No. 6119 Resolution approving and authorizing the purchase of additional software licensing from Mythics, Inc. at a cost of \$326,803.50, plus \$71,896.77 for the first year of maintenance and support.

No. 6120 Resolution approving and authorizing execution of Change Orders Nos. 24 -25 to the original contract dated June 14, 2017, with Peters Construction Corporation for the Phase VI of Long Range Facilities Plan – Communications Addition & Maintenance Garage Project. Said Change Orders provide for a net increase of \$66,436.53; making the total contract price \$4,966,129.40. Explanation of said Change Orders has been provided to the Board by staff in the format of a Change Order Log. Said Resolution also approves and authorizes a revised purchase order with StuXture Architects for an additional \$4,750.84 for architectural services necessary; bringing the total cost to \$422,079.64 for the architectural services agreement.

No. 6122 Resolution approving and authorizing adjustment of General Manager's compensation pursuant to terms of employment agreement.

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

The following items were presented for information purposes only: an update on current state and federal legislative items; the Utility's current Residential Report Card; financial dashboard, investment and balance sheet reports were provided; an overview of the UNI Power Plant's use of natural gas; and status of the reconstruction of the First Street railroad crossing.

There were no Board requests to staff.

Moved by Trustee Soneson, seconded by Trustee Engel to adjourn to closed session in accordance with Code of Iowa, Chapter 21.5(1)(k). Upon call of the roll, the following Trustees

voted aye: Johnson, Taylor, McAlister, Engel, and Soneson. Nay: None. Motion carried. The meeting adjourned to closed session at 4:36 p.m.

The meeting returned to open session at 5:13 p.m.

The Board agreed to postpone the continued follow-up of their self-evaluations to a later date.

Moved by Trustee Engel, 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 5:15 p.m.

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

February 13, 2019

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

Moved by Trustee McAlister, seconded by Trustee Engel 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 Cody Cole was introduced.

Moved by Trustee Soneson, seconded by Trustee McAlister to approve the minutes of the January 9, 2019, regular meeting as printed and distributed; and to approve the Schedule of Bills for the month of January that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of January 1, 2019, through January 31, 2019; check numbers: 131169-131172; 131226; 131288-131291; 131319; 131347; 131405-131433; 131460; 131533-131547; 131557-131561; 131610; 131616; 131633-131634; 210692-211079; 918679799789; 918232147415; 692252938373; 692888029456; 214133578675; 214593275942; 852537383620; 852622086748; 079052847512; 079858591024; 124078197818; 124697867611; 016721713687; 885162455813; 885957029420; 573452085942; 821918285308; 751611242347; 020499460819; 020929656155; 964762301924; 811000987593; 919249853292; 686187991486; 596264554005; 599853048831; 347725349055; 220094357779; 024576671345; 826461725028; 826784002462; 171587037130; 171305799996; 197649553615; 197799262818; 027572594726; 027939112395; 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 Soneson, seconded by Trustee McAlister to receive and file personnel action reports, 2019 personnel annual report, and a report of contracts executed by the

General Manager. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None.
Motion carried.

Grant Rothweiler and Liz DeJoode, of PDCM Insurance, presented an overview of items related to the Utility's health plan, including the health fund balance and 2019 planning.

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

No. 6118 Resolution approving and authorizing an amendment to the Classification and Compensation Plan.

No. 6119 Resolution approving and authorizing the purchase of additional software licensing from Mythics, Inc. at a cost of \$326,803.50, plus \$71,896.77 for the first year of maintenance and support.

No. 6120 Resolution approving and authorizing execution of Change Orders Nos. 24 -25 to the original contract dated June 14, 2017, with Peters Construction Corporation for the Phase VI of Long Range Facilities Plan – Communications Addition & Maintenance Garage Project. Said Change Orders provide for a net increase of \$66,436.53; making the total contract price \$4,966,129.40. Explanation of said Change Orders has been provided to the Board by staff in the format of a Change Order Log. Said Resolution also approves and authorizes a revised purchase order with StuXture Architects for an additional \$4,750.84 for architectural services necessary; bringing the total cost to \$422,079.64 for the architectural services agreement.

No. 6122 Resolution approving and authorizing adjustment of General Manager's compensation pursuant to terms of employment agreement.

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

The following items were presented for information purposes only: an update on current state and federal legislative items; the Utility's current Residential Report Card; financial dashboard, investment and balance sheet reports were provided; and status of the reconstruction of the First Street railroad crossing.

There were no Board requests to staff.

Moved by Trustee Soneson, seconded by Trustee Engel to adjourn to closed session in accordance with Code of Iowa, Chapter 21.5(1)(k). Upon call of the roll, the following Trustees voted aye: Johnson, Taylor, McAlister, Engel, and Soneson. Nay: None. Motion carried. The meeting adjourned to closed session at 4:36 p.m.

The meeting returned to open session at 5:13 p.m.

The Board agreed to postpone the continued follow-up of their self-evaluations to a later date.

Moved by Trustee Engel, 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 5:15 p.m.

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

February 13, 2019

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

Moved by Trustee McAlister, seconded by Trustee Engel 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 Cody Cole was introduced.

Moved by Trustee Soneson, seconded by Trustee McAlister to approve the minutes of the January 9, 2019, regular meeting as printed and distributed; and to approve the Schedule of Bills for the month of January that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of January 1, 2019, through January 31, 2019; check numbers: 131169-131172; 131226; 131288-131291; 131319; 131347; 131405-131433; 131460; 131533-131547; 131557-131561; 131610; 131616; 131633-131634; 210692-211079; 918679799789; 918232147415; 692252938373; 692888029456; 214133578675; 214593275942; 852537383620; 852622086748; 079052847512; 079858591024; 124078197818; 124697867611; 016721713687; 885162455813; 885957029420; 573452085942; 821918285308; 751611242347; 020499460819; 020929656155; 964762301924; 811000987593; 919249853292; 686187991486; 596264554005; 599853048831; 347725349055; 220094357779; 024576671345; 826461725028; 826784002462; 171587037130; 171305799996; 197649553615; 197799262818; 027572594726; 027939112395; 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 Soneson, seconded by Trustee McAlister to receive and file personnel action reports, 2019 personnel annual report, and a report of contracts executed by the

General Manager. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None.
Motion carried.

Grant Rothweiler and Liz DeJoode, of PDCM Insurance, presented an overview of items related to the Utility's health plan, including the health fund balance and 2019 planning.

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

No. 6118 Resolution approving and authorizing an amendment to the Classification and Compensation Plan.

No. 6119 Resolution approving and authorizing the purchase of additional software licensing from Mythics, Inc. at a cost of \$326,803.50, plus \$71,896.77 for the first year of maintenance and support.

No. 6121 Resolution approving and accepting as final the 2018 contract for the installation of electrical/communications conduits and associated equipment for the years 2018-2019; and authorizing the release of retainage funds for the year 2018 in the amount of \$22,995.12 to Hoffman & Hoffman Trenching, Inc. to be paid 30 days after the date of this Resolution.

No. 6122 Resolution approving and authorizing adjustment of General Manager's compensation pursuant to terms of employment agreement.

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

Moved by Trustee Taylor, seconded by Trustee Soneson to adopt **Resolution No. 6117** approving and authorizing execution of an agreement to provide specialized communications services to Farmers State Bank. Upon call of the roll, the following Trustees voted aye: Johnson, Taylor, McAlister, Engel, and Soneson. Nay: None. Absent: None. Motion carried.

The following items were presented for information purposes only: an update on current state and federal legislative items; the Utility's current Residential Report Card; financial dashboard, investment and balance sheet reports were provided; and status of the reconstruction of the First Street railroad crossing.

There were no Board requests to staff.

Moved by Trustee Soneson, seconded by Trustee Engel to adjourn to closed session in accordance with Code of Iowa, Chapter 21.5(1)(k). Upon call of the roll, the following Trustees voted aye: Johnson, Taylor, McAlister, Engel, and Soneson. Nay: None. Motion carried. The meeting adjourned to closed session at 4:36 p.m.

The meeting returned to open session at 5:13 p.m.

The Board agreed to postpone the continued follow-up of their self-evaluations to a later date.

Moved by Trustee Engel, 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 5:15 p.m.