

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

April 8, 2020

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 Richard L. McAlister. Chair McAlister indicated the meeting was being conducted electronically in accordance with Iowa Code Section 21.8 because a meeting in person is “impossible and impractical” due to the global pandemic of COVID-19. Upon call of the roll, present were: Trustees: Richard L. McAlister, Jeffrey J. Engel, MaraBeth K. Soneson, Craig A. Johnson, and Debra S. Iehl (all electronically). Absent: None. Others present: Steven E. Bernard, General Manager/CEO; John C. Larsen, Board Counsel; Andrew Wind, Waterloo Courier reporter; Sue Green, Carole Yates, and Jack Yates, customers (all electronically).

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

Customer Jack Yates expressed his gratitude for actions the Board and staff have taken to ensure essential Utility services are available during these trying times.

Moved by Trustee Engel, seconded by Trustee Johnson to approve the minutes of the March 11, 2020, regular meeting, as printed and distributed; and to approve the Schedule of Bills for the month of March that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of March 1, 2020, through March 31, 2020; check numbers: 137659-137662; 137722-137723; 137757-137760; 137820-137828; 137831-137833; 137835; 137965-137984; 137990-137996; 138034-138043; 138111-138113; 216171-216497; 836300358987; 967150516954; 074954788956; 235813784651; 57803920850; 985080962922; 985593662851; 621642049166; 240764065435; 240107876242; 240295515808; 119875717115; 183950378847; 813643456352; 313580008727; 087820353637; 452295948355; 107804173163; 627192579941; 481213424067; 039661151906; 862936545361; 060917319895; 321498565007; 276811281273; 824112839059; 849238510326; 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 Engel, seconded by Trustee Johnson 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. Nay: None. Absent: None. Motion carried.

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

No. 6243 Resolution approving and adopting an addendum to the Customer Service Policy for COVID-19 response to ensure Utilities customers have access to essential utility services in order to maintain health and livelihood.

No. 6245 Resolution approving and authorizing an amendment to the Classification and Compensation Plan.

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

Moved by Trustee Engel, seconded by Trustee Soneson to adopt **Resolution No. 6241** approving and authorizing a revision to the Joint Pricing Zone Revenue Allocation Agreement with MidAmerican Energy Company under which MidAmerican Energy Company distributes MISO (Midcontinent Independent System Operator) revenues to the Utility for the use of transmission assets assigned to MISO. Said revision allows the municipal utilities of Atlantic and Pella to leave the CFU subzone and transfer their transmission assets to Missouri River Energy Services (MRES); MRES will become part of the MidAmerican Joint Pricing Zone Revenue Allocation Agreement effective June 1, 2020. Upon call of the roll, the following Trustees voted aye: McAlister, Engel, Soneson, Johnson, and Iehl. Nay: None. Absent: None. Motion carried.

A public hearing was held on the preliminary plans, specifications, proposed form of contract, and estimated cost for the Construction of Foundations and Substation Equipment at Union Substation.

Moved by Trustee Johnson, seconded by Trustee Engel to receive and file the proof of publication of the Notice of Hearing. Upon call of the roll, the following Trustees voted aye: McAlister, Engel, Soneson, Johnson, and Iehl. Nay: None. Absent: None. Motion carried.

aye: McAlister, Engel, Soneson, Johnson, and Iehl. Nay: None. Absent: None. Motion carried.

There were no written objections filed with the General Manger of Utilities. No oral objections were heard at the hearing. Chair McAlister declared the hearing closed.

Moved by Trustee Soneson, seconded by Trustee Engel to adopt **Resolution No. 6246** approving and adopting the plans, specifications, form of contract, and estimated cost (\$625,000 - \$650,000) for the Construction of Foundations and Substation Equipment at Union Substation. Upon call of the roll, the following Trustees voted aye: McAlister, Engel, Soneson, Johnson, and Iehl. Nay: None.

Moved by Trustee Engel, seconded by Trustee Johnson to adopt **Resolution No. 6247** accepting the bid, awarding the contract, and approving and authorizing execution of a contract with Harold K. Scholz Co. for the Construction of Foundations and Substation Equipment at Union Substation. The bid received from Harold K. Scholz Co. was the lowest responsive, responsible bid received for the project in the amount of \$647,000. No other bidders responded. Upon call of the roll, the following Trustees voted aye: McAlister, Engel, Soneson, Johnson, and Iehl. Nay: None.

Matt Hein, Energy Services Manager, presented 2020 goals and a review of Benefit Cost calculations for the Energy Services programs.

The following items were presented for information purposes only: an update on the Utility's actions related to COVID-19; the current safety status of the Utility; status of the Solar Garden output; and a review of current customer satisfaction survey results.

The Board requested staff schedule an electronic meeting to follow up on Strategic Planning. For the foreseeable future, the Board requested staff to track and provide financial data on collections, credit card fees and other financial impacts of the COVID-19 pandemic. The Board also commended staff on their execution of activities related to COVID-19.

Moved by Trustee Soneson, seconded by Trustee Johnson to adjourn the meeting. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried. The meeting adjourned at 3:17 p.m.

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

April 8, 2020

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 Richard L. McAlister. Chair McAlister indicated the meeting was being conducted electronically in accordance with Iowa Code Section 21.8 because a meeting in person is “impossible and impractical” due to the global pandemic of COVID-19. Upon call of the roll, present were: Trustees: Richard L. McAlister, Jeffrey J. Engel, MaraBeth K. Soneson, Craig A. Johnson, and Debra S. Iehl (all electronically). Absent: None. Others present: Steven E. Bernard, General Manager/CEO; John C. Larsen, Board Counsel; Andrew Wind, Waterloo Courier reporter; Sue Green, Carole Yates, and Jack Yates, customers (all electronically).

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

Customer Jack Yates expressed his gratitude for actions the Board and staff have taken to ensure essential Utility services are available during these trying times.

Moved by Trustee Engel, seconded by Trustee Johnson to approve the minutes of the March 11, 2020, regular meeting, as printed and distributed; and to approve the Schedule of Bills for the month of March that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of March 1, 2020, through March 31, 2020; check numbers: 137659-137662; 137722-137723; 137757-137760; 137820-137828; 137831-137833; 137835; 137965-137984; 137990-137996; 138034-138043; 138111-138113; 216171-216497; 836300358987; 967150516954; 074954788956; 235813784651; 57803920850; 985080962922; 985593662851; 621642049166; 240764065435; 240107876242; 240295515808; 119875717115; 183950378847; 813643456352; 313580008727; 087820353637; 452295948355; 107804173163; 627192579941; 481213424067; 039661151906; 862936545361; 060917319895; 321498565007; 276811281273; 824112839059; 849238510326; 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 Engel, seconded by Trustee Johnson 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. Nay: None. Absent: None. Motion carried.

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

No. 6243 Resolution approving and adopting an addendum to the Customer Service Policy for COVID-19 response to ensure Utilities customers have access to essential utility services in order to maintain health and livelihood.

No. 6245 Resolution approving and authorizing an amendment to the Classification and Compensation Plan.

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

Matt Hein, Energy Services Manager, presented 2020 goals and a review of Benefit Cost calculations for the Energy Services programs.

The following items were presented for information purposes only: an update on the Utility's actions related to COVID-19; the current safety status of the Utility; and a review of current customer satisfaction survey results.

The Board requested staff schedule an electronic meeting to follow up on Strategic Planning. For the foreseeable future, the Board asked staff to track and provide financial data on collections, credit card fees and other financial impacts of the COVID-19 pandemic. The Board also commended staff on their execution of activities related to COVID-19.

Moved by Trustee Soneson, seconded by Trustee Johnson to adjourn the meeting. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried. The meeting adjourned at 3:17 p.m.

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

April 8, 2020

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 Richard L. McAlister. Chair McAlister indicated the meeting was being conducted electronically in accordance with Iowa Code Section 21.8 because a meeting in person is “impossible and impractical” due to the global pandemic of COVID-19. Upon call of the roll, present were: Trustees: Richard L. McAlister, Jeffrey J. Engel, MaraBeth K. Soneson, Craig A. Johnson, and Debra S. Iehl (all electronically). Absent: None. Others present: Steven E. Bernard, General Manager/CEO; John C. Larsen, Board Counsel; Andrew Wind, Waterloo Courier reporter; Sue Green, Carole Yates, and Jack Yates, customers (all electronically).

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

Customer Jack Yates expressed his gratitude for actions the Board and staff have taken to ensure essential Utility services are available during these trying times.

Moved by Trustee Engel, seconded by Trustee Johnson to approve the minutes of the March 11, 2020, regular meeting, as printed and distributed; and to approve the Schedule of Bills for the month of March that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of March 1, 2020, through March 31, 2020; check numbers: 137659-137662; 137722-137723; 137757-137760; 137820-137828; 137831-137833; 137835; 137965-137984; 137990-137996; 138034-138043; 138111-138113; 216171-216497; 836300358987; 967150516954; 074954788956; 235813784651; 57803920850; 985080962922; 985593662851; 621642049166; 240764065435; 240107876242; 240295515808; 119875717115; 183950378847; 813643456352; 313580008727; 087820353637; 452295948355; 107804173163; 627192579941; 481213424067; 039661151906; 862936545361; 060917319895; 321498565007; 276811281273; 824112839059; 849238510326; 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 Engel, seconded by Trustee Johnson 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. Nay: None. Absent: None. Motion carried.

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

No. 6242 Resolution authorizing the expenditure of funds in the amount of \$794,500 for the installation, replacement or abandonment of water mains associated with the City of Cedar Falls' 2020 street improvement projects and permanent street patching.

No. 6243 Resolution approving and adopting an addendum to the Customer Service Policy for COVID-19 response to ensure Utilities customers have access to essential utility services in order to maintain health and livelihood.

No. 6245 Resolution approving and authorizing an amendment to the Classification and Compensation Plan.

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

The following items were presented for information purposes only: an update on the Utility's actions related to COVID-19; the current safety status of the Utility; and a review of current customer satisfaction survey results.

Projects and Operations Item e) Water extensions was postponed for discussion at a later date.

The Board requested staff schedule an electronic meeting to follow up on Strategic Planning. For the foreseeable future, the Board requested staff to track and provide financial data on collections, credit card fees and other financial impacts of the COVID-19 pandemic. The Board also commended staff on their execution of activities related to COVID-19.

Moved by Trustee Soneson, seconded by Trustee Johnson to adjourn the meeting. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried. The meeting adjourned at 3:17 p.m.

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

April 8, 2020

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 Richard L. McAlister. Chair McAlister indicated the meeting was being conducted electronically in accordance with Iowa Code Section 21.8 because a meeting in person is “impossible and impractical” due to the global pandemic of COVID-19. Upon call of the roll, present were: Trustees: Richard L. McAlister, Jeffrey J. Engel, MaraBeth K. Soneson, Craig A. Johnson, and Debra S. Iehl (all electronically). Absent: None. Others present: Steven E. Bernard, General Manager/CEO; John C. Larsen, Board Counsel; Andrew Wind, Waterloo Courier reporter; Sue Green, Carole Yates, and Jack Yates, customers (all electronically).

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

Customer Jack Yates expressed his gratitude for actions the Board and staff have taken to ensure essential Utility services are available during these trying times.

Moved by Trustee Engel, seconded by Trustee Johnson to approve the minutes of the March 11, 2020, regular meeting, as printed and distributed; and to approve the Schedule of Bills for the month of March that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of March 1, 2020, through March 31, 2020; check numbers: 137659-137662; 137722-137723; 137757-137760; 137820-137828; 137831-137833; 137835; 137965-137984; 137990-137996; 138034-138043; 138111-138113; 216171-216497; 836300358987; 967150516954; 074954788956; 235813784651; 57803920850; 985080962922; 985593662851; 621642049166; 240764065435; 240107876242; 240295515808; 119875717115; 183950378847; 813643456352; 313580008727; 087820353637; 452295948355; 107804173163; 627192579941; 481213424067; 039661151906; 862936545361; 060917319895; 321498565007; 276811281273; 824112839059; 849238510326; 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 Engel, seconded by Trustee Johnson 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. Nay: None. Absent: None. Motion carried.

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

No. 6237 Resolution approving and authorizing execution of Amendment No. 3 to an agreement with the University of Northern Iowa to provide specialized communications services.

No. 6238 Resolution approving and authorizing execution of Amendment No. 6 to a 28E agreement with Grundy Center Municipal Utilities to provide wholesale internet bandwidth and television headend services.

No. 6239 Resolution approving and authorizing execution of an agreement to provide a business with specialized communications services.

No. 6243 Resolution approving and adopting an addendum to the Customer Service Policy for COVID-19 response to ensure Utilities customers have access to essential utility services in order to maintain health and livelihood.

No. 6244 Resolution approving and authorizing the purchase of video encryption hardware and software to upgrade the headend for Internet Protocol Television (IPTV) from Dascom Systems Group in the amount of \$77,699.00, plus applicable taxes. Dascom Systems Group is the single source for this purchase due to past Agreements for hardware and software support for encryption.

No. 6245 Resolution approving and authorizing an amendment to the Classification and Compensation Plan.

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

Moved by Trustee Engel, seconded by Trustee Soneson to adopt **Resolution No. 6240** approving and authorizing execution of a Master Services Agreement to be an authorized fiber vendor for Verizon Wireless. Upon call of the roll, the following Trustees voted aye: McAlister, Engel, Soneson, Johnson, and Iehl. Nay: None. Absent: None. Motion carried.

The following items were presented for information purposes only: an update on the Utility's actions related to COVID-19; the current safety status of the Utility; and a review of current customer satisfaction survey results.

The Board requested staff schedule an electronic meeting to follow up on Strategic Planning. For the foreseeable future, the Board requested staff to track and provide financial data on collections, credit card fees and other financial impacts of the COVID-19 pandemic. The Board also commended staff on their execution of activities related to COVID-19.

Moved by Trustee Soneson, seconded by Trustee Johnson to adjourn the meeting. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried. The meeting adjourned at 3:17 p.m.