

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

September 12, 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 Craig A. Johnson. Upon call of the roll, present were: Trustees: Craig A. Johnson, Pamela L. Taylor, 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 Dale Olson, customer.

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

There were no public forum items.

Moved by Trustee Soneson, seconded by Trustee McAlister to approve the minutes of the August 8, 2018, regular meeting minutes as printed and distributed; and to approve the Schedule of Bills for the month of August that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of August 1, 2018, through August 31, 2018; check numbers: 128817-128820; 128866-128868; 128942-128948; 128982; 129040-129062; 129081-129084; 129168-129169; 129189-129201; 129257-129258; 129295-129300; 129354; 208679-209124; 841245622793; 841664531773; 792172678411; 792902655852; 792471981609; 792049978495; 792336979560; 474564800839; 461721711484; 685101846222; 720183301591; 162122752634; 517889078261; 322863030713; 029557264124; 845507076116; 664095395479; 073416290143; 128476114855; 551973602920; 589149968377; 740967348781; 187253891723; 365975374492; 813401632732; 049191547604; 984836258089; 984802239892; 558962432348; 558801256926; 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 and a report of contracts executed by General Manager. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried.

Moved by Trustee Engel, seconded by Trustee Soneson to adopt **Resolution No. 6073** approving and authorizing a purchase order with Belba & Associates in the amount of \$19,269.00 for engineering services for baghouse remediation. 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 Engel, seconded by Trustee Soneson to adopt **Resolution No. 6074** approving and authorizing execution of Change Order Nos. 17 – 18 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 \$32,367.77; making the total contract price \$4,848,171.04. Explanation of said Change Orders has been provided to the Board by staff in the format of a Change Order Log. Upon call of the roll, the following Trustees voted aye: Johnson, Taylor, McAlister, Engel, and Soneson. Nay: None. Absent: None. Motion carried.

An overview of the Utility's current insurance premiums and coverage was presented by Wynette Froehner, Director of Finance & Organizational Services.

The following items were presented for information purposes only: proposed modifications to the Board Governance/Policies were presented for review; status on the implementation of a credit card fee; national rate comparisons were provided; and status on the request for installation of small cells.

The Board agreed to postpone follow-up on their self-evaluations to future meetings.

Board requests to staff include the discussion of time-of-use rates and rate incentives during Budget preparation. The Board also expressed their appreciation for the field tour staff provided and congratulated the staff on being chosen as a recipient of the Courier's annual Employer of Choice award for the ninth consecutive year.

Moved by Trustee Taylor, seconded by Trustee Engel to adjourn to closed session in accordance with Code of Iowa, Chapter 21.5(1)(i) to discuss the General Manager's performance. Upon call of the roll, the following Trustees voted aye: Johnson, Taylor, McAlister, Engel, and Soneson. Nay: None. Absent: None. Motion carried. The meeting adjourned to closed session at 4:20 p.m.

The meeting returned to open session at 5:09 p.m.

Moved by Trustee Engel, 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 5:10 p.m.

Craig A. Johnson – Chair

Richard L. McAlister – Secretary

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

September 12, 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 Craig A. Johnson. Upon call of the roll, present were: Trustees: Craig A. Johnson, Pamela L. Taylor, 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 Dale Olson, customer.

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

There were no public forum items.

Moved by Trustee Soneson, seconded by Trustee McAlister to approve the minutes of the August 8, 2018, regular meeting minutes as printed and distributed; and to approve the Schedule of Bills for the month of August that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of August 1, 2018, through August 31, 2018; check numbers: 128817-128820; 128866-128868; 128942-128948; 128982; 129040-129062; 129081-129084; 129168-129169; 129189-129201; 129257-129258; 129295-129300; 129354; 208679-209124; 841245622793; 841664531773; 792172678411; 792902655852; 792471981609; 792049978495; 792336979560; 474564800839; 461721711484; 685101846222; 720183301591; 162122752634; 517889078261; 322863030713; 029557264124; 845507076116; 664095395479; 073416290143; 128476114855; 551973602920; 589149968377; 740967348781; 187253891723; 365975374492; 813401632732; 049191547604; 984836258089; 984802239892; 558962432348; 558801256926; 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 and a report of contracts executed by General Manager. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried.

Moved by Trustee Engel, seconded by Trustee Soneson to adopt **Resolution No. 6074** approving and authorizing execution of Change Order Nos. 17 – 18 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 \$32,367.77; making the total contract price \$4,848,171.04. Explanation of said Change Orders has been provided to the Board by staff in the format of a Change Order Log. Upon call of the roll, the following Trustees voted aye: Johnson, Taylor, McAlister, Engel, and Soneson. Nay: None. Absent: None. Motion carried.

An overview of the Utility's current insurance premiums and coverage was presented by Wynette Froehner, Director of Finance & Organizational Services.

The following items were presented for information purposes only: proposed modifications to the Board Governance/Policies were presented for review; status on the implementation of a credit card fee; and an update on the Center Plains Energy Project.

The Board agreed to postpone follow-up on their self-evaluations to future meetings.

There were no Board requests to staff. The Board expressed their appreciation for the field tour staff provided and congratulated the staff on being chosen as a recipient of the Courier's annual Employer of Choice award for the ninth consecutive year.

Moved by Trustee Taylor, seconded by Trustee Engel to adjourn to closed session in accordance with Code of Iowa, Chapter 21.5(1)(i) to discuss the General Manager's performance. Upon call of the roll, the following Trustees voted aye: Johnson, Taylor, McAlister, Engel, and Soneson. Nay: None. Absent: None. Motion carried. The meeting adjourned to closed session at 4:20 p.m.

The meeting returned to open session at 5:09 p.m.

Moved by Trustee Engel, 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 5:10 p.m.

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

September 12, 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 Craig A. Johnson. Upon call of the roll, present were: Trustees: Craig A. Johnson, Pamela L. Taylor, 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 Dale Olson, customer.

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

There were no public forum items.

Moved by Trustee Soneson, seconded by Trustee McAlister to approve the minutes of the August 8, 2018, regular meeting minutes as printed and distributed; and to approve the Schedule of Bills for the month of August that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of August 1, 2018, through August 31, 2018; check numbers: 128817-128820; 128866-128868; 128942-128948; 128982; 129040-129062; 129081-129084; 129168-129169; 129189-129201; 129257-129258; 129295-129300; 129354; 208679-209124; 841245622793; 841664531773; 792172678411; 792902655852; 792471981609; 792049978495; 792336979560; 474564800839; 461721711484; 685101846222; 720183301591; 162122752634; 517889078261; 322863030713; 029557264124; 845507076116; 664095395479; 073416290143; 128476114855; 551973602920; 589149968377; 740967348781; 187253891723; 365975374492; 813401632732; 049191547604; 984836258089; 984802239892; 558962432348; 558801256926; 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 and a report of contracts executed by General Manager. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried.

Moved by Trustee Engel, seconded by Trustee Soneson to adopt **Resolution No. 6074** approving and authorizing execution of Change Order Nos. 17 – 18 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 \$32,367.77; making the total contract price \$4,848,171.04. Explanation of said Change Orders has been provided to the Board by staff in the format of a Change Order Log. Upon call of the roll, the following Trustees voted aye: Johnson, Taylor, McAlister, Engel, and Soneson. Nay: None. Absent: None. Motion carried.

An overview of the Utility's current insurance premiums and coverage was presented by Wynette Froehner, Director of Finance & Organizational Services.

The following items were presented for information purposes only: proposed modifications to the Board Governance/Policies were presented for review; and status on the implementation of a credit card fee.

The Board agreed to postpone follow-up on their self-evaluations to future meetings.

There were no Board requests to staff. The Board expressed their appreciation for the field tour staff provided and congratulated the staff on being chosen as a recipient of the Courier's annual Employer of Choice award for the ninth consecutive year.

Moved by Trustee Taylor, seconded by Trustee Engel to adjourn to closed session in accordance with Code of Iowa, Chapter 21.5(1)(i) to discuss the General Manager's performance. Upon call of the roll, the following Trustees voted aye: Johnson, Taylor, McAlister, Engel, and Soneson. Nay: None. Absent: None. Motion carried. The meeting adjourned to closed session at 4:20 p.m.

The meeting returned to open session at 5:09 p.m.

Moved by Trustee Engel, 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 5:10 p.m.

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

September 12, 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 Craig A. Johnson. Upon call of the roll, present were: Trustees: Craig A. Johnson, Pamela L. Taylor, 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 Dale Olson, customer.

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

There were no public forum items.

Moved by Trustee Soneson, seconded by Trustee McAlister to approve the minutes of the August 8, 2018, regular meeting minutes as printed and distributed; and to approve the Schedule of Bills for the month of August that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of August 1, 2018, through August 31, 2018; check numbers: 128817-128820; 128866-128868; 128942-128948; 128982; 129040-129062; 129081-129084; 129168-129169; 129189-129201; 129257-129258; 129295-129300; 129354; 208679-209124; 841245622793; 841664531773; 792172678411; 792902655852; 792471981609; 792049978495; 792336979560; 474564800839; 461721711484; 685101846222; 720183301591; 162122752634; 517889078261; 322863030713; 029557264124; 845507076116; 664095395479; 073416290143; 128476114855; 551973602920; 589149968377; 740967348781; 187253891723; 365975374492; 813401632732; 049191547604; 984836258089; 984802239892; 558962432348; 558801256926; 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 and a report of contracts executed by General Manager. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried.

Moved by Trustee Engel, seconded by Trustee Soneson to adopt **Resolution No. 6075** setting the date of public hearing as October 10, 2018, at 2:00 p.m. on proposed Connect>CF rate

revision; authorizing and directing publication of a notice of hearing. Upon call of the roll, the following Trustees voted aye: Johnson, Taylor, McAlister, Engel, and Soneson. Nay: None. Absent: None. Motion carried.

An overview of the Utility's current insurance premiums and coverage was presented by Wynette Froehner, Director of Finance & Organizational Services.

The following items were presented for information purposes only: proposed modifications to the Board Governance/Policies were presented for review; status on the implementation of a credit card fee; and status on the request for installation of small cells.

The Board agreed to postpone follow-up on their self-evaluations to future meetings.

There were no Board requests to staff. The Board expressed their appreciation for the field tour staff provided and congratulated the staff on being chosen as a recipient of the Courier's annual Employer of Choice award for the ninth consecutive year.

Moved by Trustee Taylor, seconded by Trustee Engel to adopt **Resolution No. 6076** approving fact-findings in accordance with the Code of Iowa, Chapter 388.9(1). Upon call of the roll, the following Trustees voted aye: Johnson, Taylor, McAlister, Engel, and Soneson. Nay: None. Absent: None. Motion carried. The meeting adjourned to closed session at 3:10 p.m. to discuss a potential specialized telecommunications service agreement.

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

Moved by Trustee Taylor, seconded by Trustee Engel to adjourn to closed session in accordance with Code of Iowa, Chapter 21.5(1)(i) to discuss the General Manager's performance. Upon call of the roll, the following Trustees voted aye: Johnson, Taylor, McAlister, Engel, and Soneson. Nay: None. Absent: None. Motion carried. The meeting adjourned to closed session at 4:20 p.m.

The meeting returned to open session at 5:09 p.m.

Moved by Trustee Engel, 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 5:10 p.m.