

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

**October 14, 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 Jeffrey J. Engel. Chair Engel 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: Jeffrey J. Engel, MaraBeth K. Soneson, Debra S. Iehl, Craig A. Johnson, and Richard L. McAlister (all electronically). Absent: None. Others present: Steven E. Bernard, General Manager/CEO; John C. Larsen, Board Counsel; Amie Rivers, Waterloo Courier reporter; and Sasha Wohlpart, Carole Yates, and Jack Yates, customers (all electronically).

Moved by Trustee McAlister, 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.

New employee, Robin Roberts, was introduced.

Customers Carole Yates and Jack Yates acknowledged the Utility’s setting of goals to reduce carbon emissions and encouraged public education on specifics to accomplish these goals. Customer and Cedar Falls School Board member Sasha Wohlpart was present to express appreciation to the Utility for their collaboration on energy efficiency initiatives for the new high school design.

Moved by Trustee Johnson, seconded by Trustee McAlister to approve the minutes of the September 9, 2020, regular meeting as printed and distributed; and to approve the Schedule of Bills for the month of September that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of September 1, 2020, through September 30, 2020; check numbers: 140085-140088; 140138-140139; 140163; 140227-140231; 140288-140290; 140384-140412; 140422-140427; 140481-140482; 140487-140490; 218190-218533; 184346977851; 244854924989; 870120403771; 821504984059; 571505781828; 198604189778; 535640199248; 535975071085; 818136963522; 966453829949; 513450831886; 513772808203; 351426124577; 351726011901; 823245368969; 051064760513;

354638118248; 413610659687; 889497396780; 112820913758; 873128737316; 873865437900; 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 McAlister 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. 6279** Resolution approving and awarding the purchase of a vacuum excavator and trailer. Ditch Witch of Minnesota & Iowa, of Huxley, IA, submitted the lowest and most responsive, responsible quotation for the construction equipment in the amount of \$102,721.19, plus applicable taxes.

**No. 6280** Resolution approving and authorizing an amendment to the Classification and Compensation Plan.

Upon call of the roll, the following Trustees voted aye: Engel, Soneson, Iehl, Johnson, and McAlister. 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; status of the Solar Garden output; a review of current customer satisfaction survey results; an update on the Cedar Falls High School design; and a review of the electric vehicle charging report.

Board requests to staff included the idea of a customer newsletter article on the Utility's microgrid and ability to be self-sufficient during a lengthy loss of power.

Moved by Trustee McAlister, 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 2:41 p.m.

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

**October 14, 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 Jeffrey J. Engel. Chair Engel 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: Jeffrey J. Engel, MaraBeth K. Soneson, Debra S. Iehl, Craig A. Johnson, and Richard L. McAlister (all electronically). Absent: None. Others present: Steven E. Bernard, General Manager/CEO; John C. Larsen, Board Counsel; Amie Rivers, Waterloo Courier reporter; and Sasha Wohlpert, Carole Yates, and Jack Yates, customers (all electronically).

Moved by Trustee McAlister, 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.

New employee, Robin Roberts, was introduced.

Customers Carole Yates and Jack Yates acknowledged the Utility’s setting of goals to reduce carbon emissions and encouraged public education on specifics to accomplish these goals. Customer and Cedar Falls School Board member Sasha Wohlpert was present to express appreciation to the Utility for their collaboration on energy efficiency initiatives for the new high school design.

Moved by Trustee Johnson, seconded by Trustee McAlister to approve the minutes of the September 9, 2020, regular meeting as printed and distributed; and to approve the Schedule of Bills for the month of September that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of September 1, 2020, through September 30, 2020; check numbers: 140085-140088; 140138-140139; 140163; 140227-140231; 140288-140290; 140384-140412; 140422-140427; 140481-140482; 140487-140490; 218190-218533; 184346977851; 244854924989; 870120403771; 821504984059; 571505781828; 198604189778; 535640199248; 535975071085; 818136963522; 966453829949; 513450831886; 513772808203; 351426124577; 351726011901; 823245368969; 051064760513;

354638118248; 413610659687; 889497396780; 112820913758; 873128737316; 873865437900; 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 McAlister 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 **Resolution No. 6280** approving and authorizing an amendment to the Classification and Compensation Plan. Upon call of the roll, the following Trustees voted aye: Engel, Soneson, Iehl, Johnson, and McAlister. 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.

Board requests to staff included the idea of a customer newsletter article on the Utility's microgrid and ability to be self-sufficient during a lengthy loss of power.

Moved by Trustee McAlister, 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 2:41 p.m.

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

**October 14, 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 Jeffrey J. Engel. Chair Engel 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: Jeffrey J. Engel, MaraBeth K. Soneson, Debra S. Iehl, Craig A. Johnson, and Richard L. McAlister (all electronically). Absent: None. Others present: Steven E. Bernard, General Manager/CEO; John C. Larsen, Board Counsel; Amie Rivers, Waterloo Courier reporter; and Sasha Wohlpert, Carole Yates, and Jack Yates, customers (all electronically).

Moved by Trustee McAlister, 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.

New employee, Robin Roberts, was introduced.

Moved by Trustee Johnson, seconded by Trustee McAlister to approve the minutes of the September 9, 2020, regular meeting as printed and distributed; and to approve the Schedule of Bills for the month of September that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of September 1, 2020, through September 30, 2020; check numbers: 140085-140088; 140138-140139; 140163; 140227-140231; 140288-140290; 140384-140412; 140422-140427; 140481-140482; 140487-140490; 218190-218533; 184346977851; 244854924989; 870120403771; 821504984059; 571505781828; 198604189778; 535640199248; 535975071085; 818136963522; 966453829949; 513450831886; 513772808203; 351426124577; 351726011901; 823245368969; 051064760513; 354638118248; 413610659687; 889497396780; 112820913758; 873128737316; 873865437900; 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 McAlister 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 **Resolution No. 6280** approving and authorizing an amendment to the Classification and Compensation Plan. Upon call of the roll, the following Trustees voted aye: Engel, Soneson, Iehl, Johnson, and McAlister. 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.

There were no Board requests to staff.

Moved by Trustee McAlister, 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 2:41 p.m.

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

**October 14, 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 Jeffrey J. Engel. Chair Engel 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: Jeffrey J. Engel, MaraBeth K. Soneson, Debra S. Iehl, Craig A. Johnson, and Richard L. McAlister (all electronically). Absent: None. Others present: Steven E. Bernard, General Manager/CEO; John C. Larsen, Board Counsel; Amie Rivers, Waterloo Courier reporter; and Sasha Wohlpart, Carole Yates, and Jack Yates, customers (all electronically).

Moved by Trustee McAlister, 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.

New employee, Robin Roberts, was introduced.

Customer and Cedar Falls School Board member Sasha Wohlpart was present to express appreciation to the Utility for their partnership with the school to provide internet access for students.

Moved by Trustee Johnson, seconded by Trustee McAlister to approve the minutes of the September 9, 2020, regular meeting as printed and distributed; and to approve the Schedule of Bills for the month of September that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of September 1, 2020, through September 30, 2020; check numbers: 140085-140088; 140138-140139; 140163; 140227-140231; 140288-140290; 140384-140412; 140422-140427; 140481-140482; 140487-140490; 218190-218533; 184346977851; 244854924989; 870120403771; 821504984059; 571505781828; 198604189778; 535640199248; 535975071085; 818136963522; 966453829949; 513450831886; 513772808203; 351426124577; 351726011901; 823245368969; 051064760513;

354638118248; 413610659687; 889497396780; 112820913758; 873128737316; 873865437900; 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 McAlister 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. 6277** Resolution approving and authorizing execution of a 28E agreement with the City of Pella Telecommunications Utility of Pella, Iowa, to provide wholesale internet bandwidth headend services.

**No. 6278** Resolution approving and authorizing the purchase of equipment to deliver video service via adaptive bitrate technology. Dell will provide the virtualization system for \$46,056.71; Dell will provide the database system for \$20,391.71; and CDW will provide the packaging system for \$88,764.98. These quotes were the lowest, responsive, responsible response and all include taxes, shipping and five years of support.

**No. 6280** Resolution approving and authorizing an amendment to the Classification and Compensation Plan.

Upon call of the roll, the following Trustees voted aye: Engel, Soneson, Iehl, Johnson, and McAlister. 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.

There were no Board requests to staff.

Moved by Trustee McAlister, 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 2:41 p.m.