

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

January 11, 2023

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 Debra S. Iehl. Upon call of the roll, present were: Trustees: Debra S. Iehl, Richard L. McAlister, Jeffrey J. Engel (electronically), Leslie J. Prideaux, and MaraBeth K. Soneson. Absent: None. Others present: Steven E. Bernard, General Manager/CEO; John C. Larsen, Board Counsel; Brad Strouse, Board Counsel; Andy Milone, Waterloo Courier reporter; Clee Davis, customer, and Sue Green, customer.

Moved by Trustee Soneson, seconded by Trustee Prideaux 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 McAlister, seconded by Trustee Soneson to approve the minutes of the December 14, 2022, regular meeting, 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, 2022, through December 31, 2022; check numbers: 151259-151263; 151319-151322; 151382-151385; 151415-151417; 151465-151476; 151499-151506; 151508-151509; 151511-151513; 151584-151587; 151591-151593; 151633-151639; 151694-151698; 151764-151698; 151764-151765; 227447-227770; 094632004555; 094726116780; 182740228684; 182880037856; 272664540939; 272863423947; 319256591814; 319321150980; 331324873480; 331456917716; 355725116590; 411372160859; 411451949763; 413627804005; 413712891535; 463402319330; 463423399633; 494238411014; 494267367761; 494307703150; 494823249639; 552004008712; 552400818577; 604251268597; 628179076714; 628660499813; 639203811921; 639933589056; 709197333827; 709735111509; 784051832083; 894528995685; 894661448404; 935314493275; 935421828673; 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 McAlister, seconded by Trustee Soneson to receive and file personnel action reports, the 2023 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.

Moved by Trustee Soneson, seconded by Trustee Prideaux to adopt **Resolution No. 6493** approving and adopting a revised Procurement Policy. Said revisions ensure compliance with Iowa law; clarification of certain items to ensure employee compliance with the policy; and updating the pre-authorized purchasing amount for the General Manager. Upon call of the roll, the following Trustees voted aye: Iehl, McAlister, Engel, Prideaux, and Soneson. Nay: None. Absent: None. Motion carried.

The following items were presented for information purposes only: the current safety status of the Utility; status of the Solar Garden output; a review of current customer satisfaction survey results; and a review of the Trustee stipend process.

Moved by Trustee Soneson, seconded by Trustee Prideaux to adopt **Resolution No. 6495** approving fact-finding in accordance with Code of Iowa, Chapter 388.9(1). Upon call of the roll, the following Trustees voted aye: Iehl, McAlister, Engel, Prideaux, and Soneson. Nay: None. Absent: None. Motion carried.

Moved by Trustee McAlister, seconded by Trustee Soneson to adjourn to closed session in accordance with Code of Iowa, Chapter 388.9(1), Chapter 21.5(1)(a) and Chapter 21.5(1)(k). Upon call of the roll, the following Trustees voted aye: Iehl, McAlister, Engel, Prideaux, and Soneson. Nay: None. Absent: None. Motion carried. The meeting adjourned to closed session at 2:29 p.m.

The meeting returned to open session at 3:42 p.m.

Bill Skubal, Director of Operations, presented an overview of local generation.

Board requests to staff included research of the City of Cedar Falls' development agreements and if there are opportunities for the Utility to utilize space for solar panels or other future Utility need; results of public relations messaging done during the high-cost energy event in December; an overview of Emergency Response Plans; a review of the Utility's flood insurance;

and the Return on Investment (ROI) for customers that purchased shares of Simple Solar.

Moved by Trustee Soneson, seconded by Trustee McAlister to adjourn to closed session in accordance with Code of Iowa, Chapter 21.5(1)(a), Chapter 21.5(1)(i) and Chapter 21.9. Upon call of the roll, the following Trustees voted aye: Iehl, McAlister, Engel, Prideaux, and Soneson. Nay: None. Absent: None. Motion carried. The meeting adjourned to closed session at 4:30 p.m.

The meeting returned to open session at 5:23 p.m.

Moved by Trustee Prideaux, seconded by Trustee Soneson to approve and file the General Manager's 2023 Performance Agreement. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried.

Moved by Trustee McAlister, seconded by Trustee Soneson to adopt **Resolution No. 6496** 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: Iehl, McAlister, Engel, Prideaux, and Soneson. Nay: None. Absent: None. Motion carried.

Moved by Trustee Prideaux, 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 5:25 p.m.

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

January 11, 2023

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 Debra S. Iehl. Upon call of the roll, present were: Trustees: Debra S. Iehl, Richard L. McAlister, Jeffrey J. Engel (electronically), Leslie J. Prideaux, and MaraBeth K. Soneson. Absent: None. Others present: Steven E. Bernard, General Manager/CEO; John C. Larsen, Board Counsel; Brad Strouse, Board Counsel; Andy Milone, Waterloo Courier reporter; Clee Davis, customer; and Sue Green, customer.

Moved by Trustee Soneson, seconded by Trustee Prideaux 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 McAlister, seconded by Trustee Soneson to approve the minutes of the December 14, 2022, regular meeting, 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, 2022, through December 31, 2022; check numbers: 151259-151263; 151319-151322; 151382-151385; 151415-151417; 151465-151476; 151499-151506; 151508-151509; 151511-151513; 151584-151587; 151591-151593; 151633-151639; 151694-151698; 151764-151698; 151764-151765; 227447-227770; 094632004555; 094726116780; 182740228684; 182880037856; 272664540939; 272863423947; 319256591814; 319321150980; 331324873480; 331456917716; 355725116590; 411372160859; 411451949763; 413627804005; 413712891535; 463402319330; 463423399633; 494238411014; 494267367761; 494307703150; 494823249639; 552004008712; 552400818577; 604251268597; 628179076714; 628660499813; 639203811921; 639933589056; 709197333827; 709735111509; 784051832083; 894528995685; 894661448404; 935314493275; 935421828673; 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 McAlister, seconded by Trustee Soneson to receive and file personnel action reports, the 2023 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.

Moved by Trustee Soneson, seconded by Trustee Prideaux to adopt **Resolution No. 6493** approving and adopting a revised Procurement Policy. Said revisions ensure compliance with Iowa law; clarification of certain items to ensure employee compliance with the policy; and updating the pre-authorized purchasing amount for the General Manager. Upon call of the roll, the following Trustees voted aye: Iehl, McAlister, Engel, Prideaux, and Soneson. Nay: None. Absent: None. Motion carried.

The following items were presented for information purposes only: the current safety status of the Utility; a review of current customer satisfaction survey results; and a review of the Trustee stipend process.

Board requests to staff included research of the City of Cedar Falls' development agreements and if there are opportunities for the Utility to utilize space for solar panels or other future Utility need; results of public relations messaging done during the high-cost energy event in December; an overview of Emergency Response Plans; and a review of the Utility's flood insurance.

Moved by Trustee Soneson, seconded by Trustee McAlister to adjourn to closed session in accordance with Code of Iowa, Chapter 21.5(1)(a), Chapter 21.5(1)(i) and Chapter 21.9. Upon call of the roll, the following Trustees voted aye: Iehl, McAlister, Engel, Prideaux, and Soneson. Nay: None. Absent: None. Motion carried. The meeting adjourned to closed session at 4:30 p.m.

The meeting returned to open session at 5:23 p.m.

Moved by Trustee Prideaux, seconded by Trustee Soneson to approve and file the General Manager's 2023 Performance Agreement. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried.

Moved by Trustee McAlister, seconded by Trustee Soneson to adopt **Resolution No. 6496** 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: Iehl, McAlister, Engel, Prideaux, and Soneson. Nay: None. Absent: None. Motion carried.

Moved by Trustee Prideaux, 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 5:25 p.m.

Debra S. Iehl – Chair

Jeffrey J. Engel – Secretary

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

January 11, 2023

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 Debra S. Iehl. Upon call of the roll, present were: Trustees: Debra S. Iehl, Richard L. McAlister, Jeffrey J. Engel (electronically), Leslie J. Prideaux, and MaraBeth K. Soneson. Absent: None. Others present: Steven E. Bernard, General Manager/CEO; John C. Larsen, Board Counsel; Brad Strouse, Board Counsel; Andy Milone, Waterloo Courier reporter; Clee Davis, customer; and Sue Green, customer.

Moved by Trustee Soneson, seconded by Trustee Prideaux 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 McAlister, seconded by Trustee Soneson to approve the minutes of the December 14, 2022, regular meeting, 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, 2022, through December 31, 2022; check numbers: 151259-151263; 151319-151322; 151382-151385; 151415-151417; 151465-151476; 151499-151506; 151508-151509; 151511-151513; 151584-151587; 151591-151593; 151633-151639; 151694-151698; 151764-151698; 151764-151765; 227447-227770; 094632004555; 094726116780; 182740228684; 182880037856; 272664540939; 272863423947; 319256591814; 319321150980; 331324873480; 331456917716; 355725116590; 411372160859; 411451949763; 413627804005; 413712891535; 463402319330; 463423399633; 494238411014; 494267367761; 494307703150; 494823249639; 552004008712; 552400818577; 604251268597; 628179076714; 628660499813; 639203811921; 639933589056; 709197333827; 709735111509; 784051832083; 894528995685; 894661448404; 935314493275; 935421828673; 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 McAlister, seconded by Trustee Soneson to receive and file personnel action reports, the 2023 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.

Moved by Trustee Soneson, seconded by Trustee Prideaux to adopt **Resolution No. 6493** approving and adopting a revised Procurement Policy. Said revisions ensure compliance with Iowa law; clarification of certain items to ensure employee compliance with the policy; and updating the pre-authorized purchasing amount for the General Manager. Upon call of the roll, the following Trustees voted aye: Iehl, McAlister, Engel, Prideaux, and Soneson. Nay: None. Absent: None. Motion carried.

Moved by Trustee Prideaux, seconded by Trustee McAlister to adopt **Resolution No. 6467** setting the date as February 8, 2023, at 2:00 P.M. for a public hearing on the proposed lease of real property for the placement of telecommunications equipment; and authorizing and directing the publication of a notice of public hearing. Upon call of the roll, the following Trustees voted aye: Iehl, McAlister, Engel, Prideaux, and Soneson. Nay: None. Absent: None. Motion carried.

The following items were presented for information purposes only: the current safety status of the Utility; a review of current customer satisfaction survey results; and a review of the Trustee stipend process.

Board requests to staff included research of the City of Cedar Falls' development agreements and if there are opportunities for the Utility to utilize space for solar panels or other future Utility need; an overview of Emergency Response Plans; and a review of the Utility's flood insurance.

Moved by Trustee Soneson, seconded by Trustee McAlister to adjourn to closed session in accordance with Code of Iowa, Chapter 21.5(1)(a), Chapter 21.5(1)(i) and Chapter 21.9. Upon call of the roll, the following Trustees voted aye: Iehl, McAlister, Engel, Prideaux, and Soneson. Nay: None. Absent: None. Motion carried. The meeting adjourned to closed session at 4:30 p.m.

The meeting returned to open session at 5:23 p.m.

Moved by Trustee Prideaux, seconded by Trustee Soneson to approve and file the General Manager's 2023 Performance Agreement. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried.

Moved by Trustee McAlister, seconded by Trustee Soneson to adopt **Resolution No. 6496** 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: Iehl, McAlister, Engel, Prideaux, and Soneson. Nay: None. Absent: None. Motion carried.

Moved by Trustee Prideaux, 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 5:25 p.m.

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

January 11, 2023

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 Debra S. Iehl. Upon call of the roll, present were: Trustees: Debra S. Iehl, Richard L. McAlister, Jeffrey J. Engel (electronically), Leslie J. Prideaux, and MaraBeth K. Soneson. Absent: None. Others present: Steven E. Bernard, General Manager/CEO; John C. Larsen, Board Counsel; Brad Strouse, Board Counsel; Andy Milone, Waterloo Courier reporter; Clee Davis, customer; and Sue Green, customer.

Moved by Trustee Soneson, seconded by Trustee Prideaux 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 McAlister, seconded by Trustee Soneson to approve the minutes of the December 14, 2022, regular meeting, 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, 2022, through December 31, 2022; check numbers: 151259-151263; 151319-151322; 151382-151385; 151415-151417; 151465-151476; 151499-151506; 151508-151509; 151511-151513; 151584-151587; 151591-151593; 151633-151639; 151694-151698; 151764-151698; 151764-151765; 227447-227770; 094632004555; 094726116780; 182740228684; 182880037856; 272664540939; 272863423947; 319256591814; 319321150980; 331324873480; 331456917716; 355725116590; 411372160859; 411451949763; 413627804005; 413712891535; 463402319330; 463423399633; 494238411014; 494267367761; 494307703150; 494823249639; 552004008712; 552400818577; 604251268597; 628179076714; 628660499813; 639203811921; 639933589056; 709197333827; 709735111509; 784051832083; 894528995685; 894661448404; 935314493275; 935421828673; 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 McAlister, seconded by Trustee Soneson to receive and file personnel action reports, the 2023 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.

Moved by Trustee Prideaux, seconded by Trustee McAlister to adopt the following Resolutions by one motion:

No. 6491 Resolution approving and authorizing execution of an agreement with ImOn Communications, LLC to provide specialized communications services.

No. 6492 Resolution approving and authorizing execution of an agreement with Unite Private Networks, LLC to provide specialized communications services.

No. 6494 Resolution accepting as final the 2022 contract for the Replacement of Communications Customer Premise Equipment for Years 2020-2022; and authorizing the release of 2022 retainage funds in the amount of \$19,309.64 to MP Nexlevel to be paid 30 days after the date of this resolution.

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

Moved by Trustee Soneson, seconded by Trustee Prideaux to adopt **Resolution No. 6493** approving and adopting a revised Procurement Policy. Said revisions ensure compliance with Iowa law; clarification of certain items to ensure employee compliance with the policy; and updating the pre-authorized purchasing amount for the General Manager. Upon call of the roll, the following Trustees voted aye: Iehl, McAlister, Engel, Prideaux, and Soneson. Nay: None. Absent: None. Motion carried.

The following items were presented for information purposes only: the current safety status of the Utility; a review of current customer satisfaction survey results; and a review of the Trustee stipend process.

Board requests to staff included research of the City of Cedar Falls' development agreements and if there are opportunities for the Utility to utilize space for solar panels or other future Utility need; and an overview of Emergency Response Plans.

Moved by Trustee Soneson, seconded by Trustee McAlister to adjourn to closed session in accordance with Code of Iowa, Chapter 21.5(1)(a), Chapter 21.5(1)(i) and Chapter 21.9.

Upon call of the roll, the following Trustees voted aye: Iehl, McAlister, Engel, Prideaux, and Soneson. Nay: None. Absent: None. Motion carried. The meeting adjourned to closed session at 4:30 p.m.

The meeting returned to open session at 5:23 p.m.

Moved by Trustee Prideaux, seconded by Trustee Soneson to approve and file the General Manager's 2023 Performance Agreement. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried.

Moved by Trustee McAlister, seconded by Trustee Soneson to adopt **Resolution No. 6496** 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: Iehl, McAlister, Engel, Prideaux, and Soneson. Nay: None. Absent: None. Motion carried.

Moved by Trustee Prideaux, 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 5:25 p.m.