

BOARD OF TRUSTEE MINUTES
REGULAR SESSION – AUGUST 25, 2014

The Board of Trustees met in regular session at 5:30 p.m. on August 25, 2014 in the City Hall Council Chambers. Chairperson Eric Vander Linden called the meeting to order and on roll call the following members were present: Heather Hulen, Grant Johnson, Pat Reding, Eric Vander Linden and Deb White.

The consent agenda consisting of the following was approved on a motion by Reding and seconded by Johnson. Question was called for and on voice vote the Vice Chairperson declared the motion carried unanimously.

August 4 and August 18, 2014 claims

July 28, 2014 minutes

Personnel Salary – Chelle Klootwyk, Office Manager from CE 3-7 \$36,567/year to CE 6-1 \$41,523/year effective August 18, 2014

FY 2014 Audit engagement from Shull & Company in an amount of \$7,500 for its overall financial statement report and \$4,400 (in total) for individual electric and water utility reports

General Manager Todd Kielkopf updated the Board regarding the Municipal Energy Agency of Nebraska (MEAN) meeting and the IMU Partners.

A motion was made by Reding and seconded by Johnson to approve the July 2014 Treasurer's Report and budget variance reports. Question was called for and on voice vote the Chairperson declared the motion carried unanimously.

Mike Metcalf presented the quarterly safety report.

Board member Reding moved and Hulen seconded to authorizing purchasing material for the 2014 North Howard fiber extension project in an amount not to exceed \$60,000. Question was called for and on voice vote the Chairperson declared the motion carried unanimously.

Reding moved to approve PAR Electric to replace four poles along the 69 kV at a cost of \$47,000. White seconded the motion. Question was called for and on voice vote the Chairperson declared the motion carried unanimously.

Change order number one in an amount of \$29,115.00 from Vanderpool Construction for the 2013 Highway 92 Transmission Relocation Project was approved on a motion by Johnson and seconded by Hulen. Question was called for and on voice vote the Chairperson declared the motion carried unanimously.

It was moved by White and seconded by Reding to approve change order number two in an amount of \$18,351 from Vanderpool Construction for the 2013 Highway 92 Transmission Relocation Project. Question was called for and on voice vote the Chairperson declared the motion carried unanimously.

A motion was made by Hulen and seconded by Johnson to approve change order number two in an amount of \$2,329.06 from Vanderpool Construction for the 2014 West Iowa Water Main Project. Question was called for and on voice vote the Chairperson declared the motion carried unanimously.

Board member Reding moved to accept the 2014 Head Tank Aerator Assembly Project. White seconded the motion. Question was called for and on voice vote the Chairperson declared the motion carried unanimously.

Engineering Services from Veenstra & Kimm in an amount of \$12,700.00 for the Softening and Recarb Tank Recoating project was approved on a motion by Hulen and seconded by White. Question was called for and on voice vote the Chairperson declared the motion carried unanimously.

White moved and Johnson seconded to approve Engineering Services from Veenstra and Kimm's in an amount of \$28,800 for the Vehicle Storage Building. Question was called for and on voice vote the Chairperson declared the motion carried unanimously.

The Board discussed holding a strategic planning work session to be held either in September or October along with results of the 2014 customer survey.

Board member White asked if the Office Manager's work load would continue to grow and if another full time person would need to be hired. General Manager Todd Kielkopf stated the work load would continue to grow yet another full time person would not need to be hired in the foreseeable future, as workload will be assumed by existing employees or additional part time hours.

Meeting adjourned on a motion by Reding and seconded by White.

Eric Vander Linden, Chairperson

Diana Bowlin, City Clerk