

BOARD OF TRUSTEE MINUTES
REGULAR SESSION – DECEMBER 11, 2017

The Board of Trustees met in regular session at 5:30 p.m. on December 11, 2017 in the City Hall Council Chambers. Chairperson Adam Voigts called the meeting to order and on roll call the following members were present: Lesley Forbush, Jim McClymond (via phone), Mike Rozga (via phone), Adam Voigts and Deb White.

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

Claims list for December 4, 2017

Minutes from November 27, 2017

Non-disclosure agreement with MCG

Salaries: Cassandra Mosher, Utility Service Rep, from CE 4-1.5 \$37,597/year to CE 4-2 \$37,943/year effective January 7, 2018

Eric Schreier, Crew Chief, from Range 26-1 \$62,354/year to Range 27-1 \$65,120/year effective January 7, 2018

Electric Utilities Action Items

The following resolutions for the 2018 Line Shop Project were approved on a motion by White and seconded by Forbush. On roll call the vote was, AYES: Voigts, McClymond, Rozga, Forbush and White. NAYS: None. Whereupon the Chairperson declared the motion carried unanimously and the following resolution duly adopted. The complete resolutions may be viewed at the City Clerk's Office

RESOLUTION NO. 2017-223

Resolution ordering construction of certain public improvement (2018 Line Shop Project) and
fixing a date for hearing (February 12, 2018) and taking of bids (February 1, 2018)
Work Package #1-Sitework and Utilities

RESOLUTION NO. 2017-224

Resolution ordering construction of certain public improvement (2018 Line Shop Project) and
fixing a date for hearing (February 12, 2018) and taking of bids (February 1, 2018)
Work Package #2-Concrete Foundations and Pre-
Engineered Metal Buildings

RESOLUTION NO. 2017-225

Resolution ordering construction of certain public improvement (2018 Line Shop Project) and
fixing a date for hearing (February 12, 2018) and taking of bids (February 1, 2018)
Work Package #3-Concrete Flatwork

RESOLUTION NO. 2017-226

Resolution ordering construction of certain public improvement (2018 Line Shop Project) and
fixing a date for hearing (February 12, 2018) and taking of bids (February 1, 2018)
Work Package #4-Overhead Doors

RESOLUTION NO. 2017-227

Resolution ordering construction of certain public improvement (2018 Line Shop Project) and fixing a date for hearing (February 12, 2018) and taking of bids (February 1, 2018)
Work Package #5-Interior Office and Exterior Accessories

RESOLUTION NO. 2017-228

Resolution ordering construction of certain public improvement (2018 Line Shop Project) and fixing a date for hearing (February 12, 2018) and taking of bids (February 1, 2018)
Work Package #6-Mechanical

RESOLUTION NO. 2017-229

Resolution ordering construction of certain public improvement (2018 Line Shop Project) and fixing a date for hearing (February 12, 2018) and taking of bids (February 1, 2018)
Work Package #7-Sprinkler

RESOLUTION NO. 2017-230

Resolution ordering construction of certain public improvement (2018 Line Shop Project) and fixing a date for hearing (February 12, 2018) and taking of bids (February 1, 2018)
Work Package #8-Electrical

RESOLUTION NO. 2017-231

Resolution ordering construction of certain public improvement (2018 Line Shop Project) and fixing a date for hearing (February 12, 2018) and taking of bids (February 1, 2018)
Work Package #9-Fencing

RESOLUTION NO. 2017-232

Resolution ordering construction of certain public improvement (2018 Line Shop Project) and fixing a date for hearing (February 12, 2018) and taking of bids (February 1, 2018)
Work Package #10-Landscaping

Board member White moved and Forbush seconded to approve the following resolution entitled, "RESOLUTION ORDERING CONSTRUCTION OF CERTAIN PUBLIC IMPROVEMENTS (2018 RTU Replacement and SCADA Testing Project) AND FIXING A DATE FOR HEARING (January 8, 2018) AND TAKING OF BIDS (January 4, 2018). On roll call the vote was, AYES: Voigts, McClymond, Rozga, Forbush and White. NAYS: None. Whereupon the Chairperson declared the motion carried unanimously and the following resolution duly adopted.

RESOLUTION NO. 2017-233

RESOLUTION ORDERING CONSTRUCTION OF CERTAIN PUBLIC IMPROVEMENTS (2018 RTU Replacement and SCADA Testing Project) AND FIXING A DATE FOR HEARING (January 8, 2018) AND TAKING OF BIDS (January 4, 2018)

(The complete resolution may be viewed at the City Clerk's Office)

It was moved by White to approve the following resolution entitled, "RESOLUTION ORDERING CONSTRUCTION OF CERTAIN PUBLIC IMPROVEMENTS (Westside Substation RTU Procurement Project) AND FIXING A DATE FOR HEARING (January 8, 2018) AND TAKING OF BIDS (January 4, 2018). Forbush seconded the motion to adopt. On roll call the vote was, AYES: Voigts, McClymond, Rozga, Forbush and White. NAYS: None. Whereupon the Chairperson declared the motion carried unanimously and the following resolution duly adopted.

RESOLUTION NO. 2017-234

RESOLUTION ORDERING CONSTRUCTION OF CERTAIN PUBLIC IMPROVEMENTS
(Westside Substation RTU Procurement Project) AND
FIXING A DATE FOR HEARING (January 8, 2018)
AND TAKING OF BIDS (January 4, 2018)

(The complete resolution may be viewed at the City Clerk's Office)

Electric Utility Informational Items

Electric Superintendent Mike Metcalf presented the electric utility informational items.

Water Utility Informational Items – No report was discussed.

Communications Utility Action Items

A motion was made by McClymond and seconded by Rozga to authorize the purchase of up to 20,000 lineal feet of telecom fiber at an estimated cost of \$30,000. Question was called for and on voice vote the Chairperson declared the motion carried unanimously.

Communication Utility Informational Items - Kurt Ripperger, Telecommunication Director, presented an updated report on the Communications Utility Informational items.

Combined Electric, Water and Communications Utilities Informational Items – Tom Gaffigan, General Manager, handed out an Iowa Open Meeting, Open Records Handbook.

A motion was made by White and seconded by Forbush to enter into closed session to discuss labor negotiations pursuant to Iowa Code Section 20.17(3). Question was called for and on voice vote the Chairperson declared the motion carried unanimously.

White moved and Forbush seconded to return to regular session. Question was called for and on voice vote the Chairperson declared the motion carried unanimously.

Meeting adjourned at 6:30 p.m. on a motion by White and seconded by Forbush.

Adam Voigts, Chair

Diana Bowlin, City Clerk