

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

April 10, 2024

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 Richard L. McAlister. Upon call of the roll, present were: Trustees: Richard L. McAlister, Jeffrey J. Engel, MaraBeth K. Soneson, Debra S. Iehl, and Nick A. Evens. Absent: None. Others present: Steven E. Bernard, General Manager/CEO; Susan M. Abernathy, Assistant General Manager; Bradley M. Strouse, Board Counsel; Jack Yates (electronically), Carole Yates (electronically), customers; and Andy Milone, Waterloo Courier reporter.

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

New employees, Alexis Donohue and Dax Oliveira were introduced. Chair McAlister recognized General Manager Bernard for being named Cedar Valley United Way's Volunteer of the Year at their recent 2024 campaign celebration.

Moved by Trustee Soneson, seconded by Trustee Engel to approve the minutes of the March 13, 2024, regular meeting, and the March 20, 2024, special meeting, as printed and distributed; and to approve the Schedule of Bills for the month of March that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of March 1, 2024, through March 31, 2024; check numbers: 157086-157090; 157097-157123; 157153-157160; 157180-157198; 157224-157225; 157235-157272; 157322-157331; 157338-157361; 157384-157388; 157401-157406; 231701-231865; 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 Engel 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 Evens to adopt the following Resolutions by one motion:

No. 6594 Resolution approving and authorizing execution of Change Order No. 1 to the original contract dated November 9, 2022, with Asplundh Tree Expert Co., for City-Wide Tree Trimming Services for the Years 2023 and 2024. Said Change Order provides for an increase in the contract price of \$86,252.70 in order to hire a second crew to trim around Utility transmission lines.

No. 6595 Resolution approving and authorizing a Communications Utility capital structure buy-in and intercompany asset book transfer.

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

Wynette Froehner, Director of Finance and Organizational Services presented an overview of the Payment in Lieu of Taxes Policy and process for declaring a surplus.

Moved by Trustee Engel, seconded by Trustee Soneson to adopt **Resolution No. 6591** approving and authorizing the permanent transfer of surplus funds from the Municipal Electric Utility to the City of Cedar Falls' General Fund in the amount of \$2,346,200.00. Upon call of the roll, the following Trustees voted aye: McAlister, Engel, Soneson, Evens, and Iehl. Nay: None. Absent: None. Motion carried.

Moved by Trustee Engel, seconded by Trustee Soneson to adopt **Resolution No. 6592** approving and adopting revisions to employee handbook policies. Said revisions addressed vacation benefits, sick leave and deferred compensation. Upon call of the roll, the following Trustees voted aye: McAlister, Engel, Soneson, Evens, and Iehl. Nay: None. Absent: None. Motion carried.

The following items were presented for information purposes only: an update on current state legislative items; the current safety status of the Utility; status of the Solar Garden output; a review of current customer satisfaction survey results; and a preview of Insurance premium and coverage renewals was provided.

Bill Skubal, Director of Operations, presented a report on annual emissions.

Mike Litterer, Director of Customer Service and Business Development, provided a presentation on customer electrification including electric vehicles, electric water and space heating.

Steve Bernard, General Manager, provided a presentation on the Utility and customer preparedness for the energy future.

The Board requested staff verify with the City of Cedar Falls any changes to the gender balance requirement for the Board of Trustees as a result of the new state law ending the requirement for state and local government boards and commissions to have gender balance. The Board also wants staff to formulate revisions to emissions forecasting, illustrations of emission reduction progress, and description of individual factors that contribute to the reductions.

Moved by Trustee Engel, seconded by Trustee Evens to adjourn the meeting. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried. The meeting adjourned at 5:08 p.m.

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

April 10, 2024

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 Richard L. McAlister. Upon call of the roll, present were: Trustees: Richard L. McAlister, Jeffrey J. Engel, MaraBeth K. Soneson, Debra S. Iehl, and Nick A. Evens. Absent: None. Others present: Steven E. Bernard, General Manager/CEO; Susan M. Abernathy, Assistant General Manager; Bradley M. Strouse, Board Counsel; Jack Yates (electronically), Carole Yates (electronically), customers; and Andy Milone, Waterloo Courier reporter.

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

New employees, Alexis Donohue and Dax Oliveira were introduced. Chair McAlister recognized General Manager Bernard for being named Cedar Valley United Way's Volunteer of the Year at their recent 2024 campaign celebration.

Moved by Trustee Soneson, seconded by Trustee Engel to approve the minutes of the March 13, 2024, regular meeting, and the March 20, 2024, special meeting, as printed and distributed; and to approve the Schedule of Bills for the month of March that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of March 1, 2024, through March 31, 2024; check numbers: 157086-157090; 157097-157123; 157153-157160; 157180-157198; 157224-157225; 157235-157272; 157322-157331; 157338-157361; 157384-157388; 157401-157406; 231701-231865; 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 Engel 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.

Wynette Froehner, Director of Finance and Organizational Services presented an overview of the Payment in Lieu of Taxes Policy and process for declaring a surplus.

Moved by Trustee Engel, seconded by Trustee Soneson to adopt **Resolution No. 6591** approving and authorizing the permanent transfer of surplus funds from the Municipal Gas Utility to the City of Cedar Falls' General Fund in the amount of \$513,200.00. Upon call of the roll, the following Trustees voted aye: McAlister, Engel, Soneson, Evens, and Iehl. Nay: None. Absent: None. Motion carried.

Moved by Trustee Engel, seconded by Trustee Soneson to adopt **Resolution No. 6592** approving and adopting revisions to employee handbook policies. Said revisions addressed vacation benefits, sick leave and deferred compensation. Upon call of the roll, the following Trustees voted aye: McAlister, Engel, Soneson, Evens, and Iehl. Nay: None. Absent: None. Motion carried.

Moved by Trustee Engel, seconded by Trustee Evens to adopt **Resolution No. 6595** approving and authorizing a Communications Utility capital structure buy-in and intercompany asset book transfer. Upon call of the roll, the following Trustees voted aye: McAlister, Engel, Soneson, Evens, and Iehl. Nay: None. Absent: None. Motion carried.

The following items were presented for information purposes only: an update on current state legislative items; the current safety status of the Utility; a review of current customer satisfaction survey results; and a preview of Insurance premium and coverage renewals was provided.

Bill Skubal, Director of Operations, presented a report on annual emissions.

Steve Bernard, General Manager, provided a presentation on the Utility and customer preparedness for the energy future.

The Board requested staff verify with the City of Cedar Falls any changes to the gender balance requirement for the Board of Trustees as a result of the new state law ending the requirement for state and local government boards and commissions to have gender balance. The Board also wants staff to formulate revisions to emissions forecasting, illustrations of emission reduction progress, and description of individual factors that contribute to the reductions.

Moved by Trustee Engel, seconded by Trustee Evens to adjourn the meeting. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried. The meeting adjourned at 5:08 p.m.

Richard L. McAlister – Chair

MaraBeth K. Soneson – Secretary

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

April 10, 2024

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 Richard L. McAlister. Upon call of the roll, present were: Trustees: Richard L. McAlister, Jeffrey J. Engel, MaraBeth K. Soneson, Debra S. Iehl, and Nick A. Evens. Absent: None. Others present: Steven E. Bernard, General Manager/CEO; Susan M. Abernathy, Assistant General Manager; Bradley M. Strouse, Board Counsel; Jack Yates (electronically), Carole Yates (electronically), customers; and Andy Milone, Waterloo Courier reporter.

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

New employees, Alexis Donohue and Dax Oliveira were introduced. Chair McAlister recognized General Manager Bernard for being named Cedar Valley United Way's Volunteer of the Year at their recent 2024 campaign celebration.

Moved by Trustee Soneson, seconded by Trustee Engel to approve the minutes of the March 13, 2024, regular meeting, and the March 20, 2024, special meeting, as printed and distributed; and to approve the Schedule of Bills for the month of March that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of March 1, 2024, through March 31, 2024; check numbers: 157086-157090; 157097-157123; 157153-157160; 157180-157198; 157224-157225; 157235-157272; 157322-157331; 157338-157361; 157384-157388; 157401-157406; 231701-231865; 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 Engel 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 Evens to adopt the following Resolutions by one motion:

No. 6593 Resolution authorizing the expenditure of funds in the amount \$2,536,000.00 for the installation, replacement or abandonment of water mains associated with the City of Cedar Falls' 2024 street improvement projects and permanent street patching.

No. 6595 Resolution approving and authorizing a Communications Utility capital structure buy-in and intercompany asset book transfer.

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

Moved by Trustee Engel, seconded by Trustee Soneson to adopt **Resolution No. 6592** approving and adopting revisions to employee handbook policies. Said revisions addressed vacation benefits, sick leave and deferred compensation. Upon call of the roll, the following Trustees voted aye: McAlister, Engel, Soneson, Evens, and Iehl. Nay: None. Absent: None. Motion carried.

The following items were presented for information purposes only: an update on current state legislative items; the current safety status of the Utility; a review of current customer satisfaction survey results; and a preview of Insurance premium and coverage renewals was provided.

The Board requested staff verify with the City of Cedar Falls any changes to the gender balance requirement for the Board of Trustees as a result of the new state law ending the requirement for state and local government boards and commissions to have gender balance.

Moved by Trustee Engel, seconded by Trustee Evens to adjourn the meeting. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried. The meeting adjourned at 5:08 p.m.

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

April 10, 2024

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 Richard L. McAlister. Upon call of the roll, present were: Trustees: Richard L. McAlister, Jeffrey J. Engel, MaraBeth K. Soneson, Debra S. Iehl, and Nick A. Evens. Absent: None. Others present: Steven E. Bernard, General Manager/CEO; Susan M. Abernathy, Assistant General Manager; Bradley M. Strouse, Board Counsel; Jack Yates (electronically), Carole Yates (electronically), customers; and Andy Milone, Waterloo Courier reporter.

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

New employees, Alexis Donohue and Dax Oliveira were introduced. Chair McAlister recognized General Manager Bernard for being named Cedar Valley United Way's Volunteer of the Year at their recent 2024 campaign celebration.

Moved by Trustee Soneson, seconded by Trustee Engel to approve the minutes of the March 13, 2024, regular meeting, and the March 20, 2024, special meeting, as printed and distributed; and to approve the Schedule of Bills for the month of March that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of March 1, 2024, through March 31, 2024; check numbers: 157086-157090; 157097-157123; 157153-157160; 157180-157198; 157224-157225; 157235-157272; 157322-157331; 157338-157361; 157384-157388; 157401-157406; 231701-231865; 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 Engel 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 Evens to adopt the following Resolutions by one motion:

No. 6587 Resolution approving and authorizing execution of an agreement with Unite Private Networks, LLC (UPN) to provide specialized communications services.

No. 6588 Resolution approving and authorizing execution of an agreement with Jerry Geisler, d/b/a Geisler Rentals, LLC to provide specialized communications services.

No. 6589 Resolution approving and authorizing execution of an agreement with the City of Cedar Falls to provide specialized communications services.

No. 6590 Resolution approving and authorized execution of an agreement with Jolene Carolan to provide specialized communications services.

No. 6595 Resolution approving and authorizing a Communications Utility capital structure buy-in and intercompany asset book transfer.

No. 6596 Resolution approving and authorizing the purchase of IPTV video transcoding equipment with WISI USA, Inc. in the amount of \$263,761.15; the Communications Utility share is \$69,685.69, and the IPTV 28E partners will be billed for the remainder of the cost. WISI USA, Inc. was the best solution for the Utility and was the lowest proposal reviewed.

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

Moved by Trustee Engel, seconded by Trustee Soneson to adopt **Resolution No. 6592** approving and adopting revisions to employee handbook policies. Said revisions addressed vacation benefits, sick leave and deferred compensation. Upon call of the roll, the following Trustees voted aye: McAlister, Engel, Soneson, Evens, and Iehl. Nay: None. Absent: None. Motion carried.

The following items were presented for information purposes only: an update on current state legislative items; the current safety status of the Utility; a review of current customer satisfaction survey results; and a preview of Insurance premium and coverage renewals was provided.

The Board requested staff verify with the City of Cedar Falls any changes to the gender balance requirement for the Board of Trustees as a result of the new state law ending the requirement for state and local government boards and commissions to have gender balance.

Moved by Trustee Engel, seconded by Trustee Evens to adjourn the meeting. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried. The meeting adjourned at 5:08 p.m.

Richard L. McAlister – Chair

MaraBeth K. Soneson – Secretary