

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

October 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 Richard L. McAlister. Upon call of the roll, present were: Trustees: Richard L. McAlister, Jeffrey J. Engel, MaraBeth K. Soneson, Nick Evens, and Debra S. Iehl (electronically). Absent: None. Others present: Steven E. Bernard, General Manager/CEO; Brad Strouse, Board Counsel; and Aaron Moore, Woodruff Construction, Inc.; and Andy Milone, Waterloo Courier reporter.

Moved by Trustee Soneson, seconded by Trustee Evens 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 Soneson, seconded by Trustee Engel to approve the minutes of the September 13, 2023, 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, 2023, through September 30, 2023; check numbers: 154711-154715; 154740-154761; 154791-154794; 154796-154797; 154817-154839; 154880-154890; 154915-154942; 155002-155008; 155021-1522040; 155082-155008; 155122-155129; 230185-230367; 034843064699; 049202621525; 074698242220; 102753779677; 108863944476; 126131574989; 170746754752; 190535634543; 225697021884; 247253147266; 251273131101; 266549526481; 295484741561; 295790353214; 325826623660; 413394474747; 450472718693; 543241254418; 557750459641; 576082670560; 597400624478; 600523126105; 641303738658; 652500075855; 694120488276; 712673889155; 731866598452; 743586073400; 789916848462; 793154508287; 821565950020; 821849615932; 824186464312; 946092291193; 975401868112; 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 Evens 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 Evens, seconded by Trustee Engel to adopt **Resolution No. 6552** approving and authorizing the renewal of the agreements for the self-funded employee health plan administrative services, stop-loss coverage, and self-funded dental administrative services; authorizing the contribution rates for self-funded health and dental plans; and authorizing renewal and contribution rates for vision plan. 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 Evens, seconded by Trustee Engel to adopt **Resolution No. 6553** approving and authorizing the renewal of life insurance coverage. Upon call of the roll, the following Trustees voted aye: McAlister, Engel, Soneson, Evens, and Iehl. Nay: None. Absent: None. Motion carried.

A public hearing was held on the preliminary plans, specifications, proposed form of contract, and estimated cost for the construction and installation of miscellaneous projects related to the Long-Range Facilities Plan #2, Phase 1.

Moved by Trustee Soneson, seconded by Trustee Engel to receive and file the proof of publication of the Notice of Hearing. Upon call of the roll, the following Trustees voted aye: McAlister, Engel, Soneson, Evens, and Iehl. Nay: None. Absent: None. Motion carried.

There were no written objections filed with the General Manager of Utilities. No oral objections were heard at the hearing. Chair McAlister declared the hearing closed.

Moved by Trustee Engel, seconded by Trustee Soneson to adopt **Resolution No. 6556** approving and adopting the plans, specifications, form of contract, and estimated cost (\$255,000 base bid, plus \$100,000 alternate bid) for the construction and installation of miscellaneous projects related to the Long-Range Facilities Plan #2, Phase 1. 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 Iehl to adopt **Resolution No. 6557** accepting the bid, awarding the contract and approving and authorizing execution of a contract with Woodruff Construction, Inc. for the construction and installation of miscellaneous projects related to the Long-Range Facilities Plan #2, Phase 1. The bid received from Woodruff Construction, Inc. was the lowest, responsible bid received for the project in the amount of \$357,900 base bid, and alternate bid of \$103,000, for a total of \$460,900. Motion failed due to lack of a second.

Moved by Trustee Soneson, seconded by Trustee Evens to adopt **Resolution No. 6557** accepting the base bid of \$357,900, awarding the contract and approving and authorizing execution of a contract with Woodruff Construction, Inc. for the construction and installation of miscellaneous projects related to the Long-Range Facilities Plan #2, Phase 1; the alternate bid was rejected. 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: the current safety status of the Utility; status of the Solar Garden output; a review of customer satisfaction survey results; bond redemption options; an update on the Advanced Metering Infrastructure (AMI) Metering Plan and discussion on what residency requirements there should be for the General Manager/CEO position.

Board requests to staff included a report on the solar garden contract in reference to the Owner's response to concerns about current repairs and future replacement, and a scheduling update for Trustee training and facilities tours.

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 3:30 p.m.

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

October 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 Richard L. McAlister. Upon call of the roll, present were: Trustees: Richard L. McAlister, Jeffrey J. Engel, MaraBeth K. Soneson, Nick Evens, and Debra S. Iehl (electronically). Absent: None. Others present: Steven E. Bernard, General Manager/CEO; Brad Strouse, Board Counsel; and Aaron Moore, Woodruff Construction, Inc.; and Andy Milone, Waterloo Courier reporter.

Moved by Trustee Soneson, seconded by Trustee Evens 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 Soneson, seconded by Trustee Engel to approve the minutes of the September 13, 2023, 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, 2023, through September 30, 2023; check numbers: 154711-154715; 154740-154761; 154791-154794; 154796-154797; 154817-154839; 154880-154890; 154915-154942; 155002-155008; 155021-1522040; 155082-155008; 155122-155129; 230185-230367; 034843064699; 049202621525; 074698242220; 102753779677; 108863944476; 126131574989; 170746754752; 190535634543; 225697021884; 247253147266; 251273131101; 266549526481; 295484741561; 295790353214; 325826623660; 413394474747; 450472718693; 543241254418; 557750459641; 576082670560; 597400624478; 600523126105; 641303738658; 652500075855; 694120488276; 712673889155; 731866598452; 743586073400; 789916848462; 793154508287; 821565950020; 821849615932; 824186464312; 946092291193; 975401868112; 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 Evens 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 Evens, seconded by Trustee Engel to adopt **Resolution No. 6552** approving and authorizing the renewal of the agreements for the self-funded employee health plan administrative services, stop-loss coverage, and self-funded dental administrative services; authorizing the contribution rates for self-funded health and dental plans; and authorizing renewal and contribution rates for vision plan. 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 Evens, seconded by Trustee Engel to adopt **Resolution No. 6553** approving and authorizing the renewal of life insurance coverage. Upon call of the roll, the following Trustees voted aye: McAlister, Engel, Soneson, Evens, and Iehl. Nay: None. Absent: None. Motion carried.

A public hearing was held on the preliminary plans, specifications, proposed form of contract, and estimated cost for the construction and installation of miscellaneous projects related to the Long-Range Facilities Plan #2, Phase 1.

Moved by Trustee Soneson, seconded by Trustee Engel to receive and file the proof of publication of the Notice of Hearing. Upon call of the roll, the following Trustees voted aye: McAlister, Engel, Soneson, Evens, and Iehl. Nay: None. Absent: None. Motion carried.

There were no written objections filed with the General Manager of Utilities. No oral objections were heard at the hearing. Chair McAlister declared the hearing closed.

Moved by Trustee Engel, seconded by Trustee Soneson to adopt **Resolution No. 6556** approving and adopting the plans, specifications, form of contract, and estimated cost (\$255,000 base bid, plus \$100,000 alternate bid) for the construction and installation of miscellaneous projects related to the Long-Range Facilities Plan #2, Phase 1. 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 Iehl to adopt **Resolution No. 6557** accepting the bid, awarding the contract and approving and authorizing execution of a contract with Woodruff Construction, Inc. for the construction and installation of miscellaneous projects related to the Long-Range Facilities Plan #2, Phase 1. The bid received from Woodruff Construction, Inc. was the lowest, responsible bid received for the project in the amount of \$357,900 base bid, and alternate bid of \$103,000, for a total of \$460,900. Motion failed due to lack of a second.

Moved by Trustee Soneson, seconded by Trustee Evens to adopt **Resolution No. 6557** accepting the base bid of \$357,900, awarding the contract and approving and authorizing execution of a contract with Woodruff Construction, Inc. for the construction and installation of miscellaneous projects related to the Long-Range Facilities Plan #2, Phase 1; the alternate bid was rejected. 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: the current safety status of the Utility; a review of customer satisfaction survey results; an update on the Advanced Metering Infrastructure (AMI) Metering Plan and discussion on what residency requirements there should be for the General Manager/CEO position.

The Board requested a scheduling update for Trustee training and facilities tours.

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 3:30 p.m.

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

October 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 Richard L. McAlister. Upon call of the roll, present were: Trustees: Richard L. McAlister, Jeffrey J. Engel, MaraBeth K. Soneson, Nick Evens, and Debra S. Iehl (electronically). Absent: None. Others present: Steven E. Bernard, General Manager/CEO; Brad Strouse, Board Counsel; and Aaron Moore, Woodruff Construction, Inc.; and Andy Milone, Waterloo Courier reporter.

Moved by Trustee Soneson, seconded by Trustee Evens 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 Soneson, seconded by Trustee Engel to approve the minutes of the September 13, 2023, 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, 2023, through September 30, 2023; check numbers: 154711-154715; 154740-154761; 154791-154794; 154796-154797; 154817-154839; 154880-154890; 154915-154942; 155002-155008; 155021-1522040; 155082-155008; 155122-155129; 230185-230367; 034843064699; 049202621525; 074698242220; 102753779677; 108863944476; 126131574989; 170746754752; 190535634543; 225697021884; 247253147266; 251273131101; 266549526481; 295484741561; 295790353214; 325826623660; 413394474747; 450472718693; 543241254418; 557750459641; 576082670560; 597400624478; 600523126105; 641303738658; 652500075855; 694120488276; 712673889155; 731866598452; 743586073400; 789916848462; 793154508287; 821565950020; 821849615932; 824186464312; 946092291193; 975401868112; 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 Evens 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 Evens, seconded by Trustee Engel to adopt **Resolution No. 6552** approving and authorizing the renewal of the agreements for the self-funded employee health plan administrative services, stop-loss coverage, and self-funded dental administrative services; authorizing the contribution rates for self-funded health and dental plans; and authorizing renewal and contribution rates for vision plan. 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 Evens, seconded by Trustee Engel to adopt **Resolution No. 6553** approving and authorizing the renewal of life insurance coverage. Upon call of the roll, the following Trustees voted aye: McAlister, Engel, Soneson, Evens, and Iehl. Nay: None. Absent: None. Motion carried.

A public hearing was held on the proposed lease of real property located at 1024 W. Lone Tree Road for the placement of communications equipment.

Moved by Trustee Engel, seconded by Trustee Evens to receive and file proof of publication of the Notice of Hearing. Upon call of the roll, the following Trustees voted aye: McAlister, Engel, Soneson, Evens, and Iehl. Nay: None. Absent: None. Motion carried.

There were no written objections filed with the General Manager of Utilities. No oral objections were heard at the hearing. Chair McAlister declare the hearing closed.

Moved by Trustee Soneson, seconded by Trustee Engel to adopt **Resolution No. 6555** approving and authorizing execution of lease agreement Amendment No. 2 for the lease of real property located at 1024 W. Lone Tree Road for the placement of communications equipment. Upon call of the roll, the following Trustees voted aye: McAlister, Engel, Soneson, Evens, and Iehl. Nay: None. Absent: None. Motion carried.

A public hearing was held on the preliminary plans, specifications, proposed form of contract, and estimated cost for the construction and installation of miscellaneous projects related to the Long-Range Facilities Plan #2, Phase 1.

Moved by Trustee Soneson, seconded by Trustee Engel to receive and file the proof of publication of the Notice of Hearing. Upon call of the roll, the following Trustees voted aye: McAlister, Engel, Soneson, Evens, and Iehl. Nay: None. Absent: None. Motion carried.

There were no written objections filed with the General Manager of Utilities. No oral objections were heard at the hearing. Chair McAlister declared the hearing closed.

Moved by Trustee Engel, seconded by Trustee Soneson to adopt **Resolution No. 6556** approving and adopting the plans, specifications, form of contract, and estimated cost (\$255,000 base bid, plus \$100,000 alternate bid) for the construction and installation of miscellaneous projects related to the Long-Range Facilities Plan #2, Phase 1. 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 Iehl to adopt **Resolution No. 6557** accepting the bid, awarding the contract and approving and authorizing execution of a contract with Woodruff Construction, Inc. for the construction and installation of miscellaneous projects related to the Long-Range Facilities Plan #2, Phase 1. The bid received from Woodruff Construction, Inc. was the lowest, responsible bid received for the project in the amount of \$357,900 base bid, and alternate bid of \$103,000, for a total of \$460,900. Motion failed due to lack of a second.

Moved by Trustee Soneson, seconded by Trustee Evens to adopt **Resolution No. 6557** accepting the base bid of \$357,900, awarding the contract and approving and authorizing execution of a contract with Woodruff Construction, Inc. for the construction and installation of miscellaneous projects related to the Long-Range Facilities Plan #2, Phase 1; the alternate bid was rejected. 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: the current safety status of the Utility; a review of customer satisfaction survey results; an update on the Advanced Metering Infrastructure (AMI) Metering Plan and discussion on what residency requirements there should be for the General Manager/CEO position.

The Board requested a scheduling update for Trustee training and facilities tours.

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 3:30 p.m.

Richard L. McAlister – Chair

MaraBeth K. Soneson – Secretary

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

October 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 Richard L. McAlister. Upon call of the roll, present were: Trustees: Richard L. McAlister, Jeffrey J. Engel, MaraBeth K. Soneson, Nick Evens, and Debra S. Iehl (electronically). Absent: None. Others present: Steven E. Bernard, General Manager/CEO; Brad Strouse, Board Counsel; and Aaron Moore, Woodruff Construction, Inc.; and Andy Milone, Waterloo Courier reporter.

Moved by Trustee Soneson, seconded by Trustee Evens 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 Soneson, seconded by Trustee Engel to approve the minutes of the September 13, 2023, 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, 2023, through September 30, 2023; check numbers: 154711-154715; 154740-154761; 154791-154794; 154796-154797; 154817-154839; 154880-154890; 154915-154942; 155002-155008; 155021-1522040; 155082-155008; 155122-155129; 230185-230367; 034843064699; 049202621525; 074698242220; 102753779677; 108863944476; 126131574989; 170746754752; 190535634543; 225697021884; 247253147266; 251273131101; 266549526481; 295484741561; 295790353214; 325826623660; 413394474747; 450472718693; 543241254418; 557750459641; 576082670560; 597400624478; 600523126105; 641303738658; 652500075855; 694120488276; 712673889155; 731866598452; 743586073400; 789916848462; 793154508287; 821565950020; 821849615932; 824186464312; 946092291193; 975401868112; 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 Evens 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 Evens, seconded by Trustee Soneson to adopt the following Resolutions by one motion:

No. 6550 Resolution approving and authorizing execution of an agreement with Unite Private Networks, LLC (UPN) to provide specialized communications services.

No. 6553 Resolution approving and authorizing the renewal of life insurance coverage.

No. 6554 Resolution approving and authorizing the purchase of adaptive bit rate equipment with WISI USA, Inc. in the amount of \$121,477.18. WISI was selected to be the vendor to provide the equipment that met Utility specifications.

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

Moved by Trustee Soneson, seconded by Trustee Engel to adopt **Resolution No. 6551** approving and authorizing execution of an Amended and Restated 28E Agreement for joint ownership and use of headend facilities; approving and authorizing execution of an Agreement regarding Financial Arrangements with Waverly Communications Utility, the City of Bellevue, Iowa, the Indianola Municipal Utilities, the Vinton Municipal Communications Utility, the City of Pella Municipal Telecommunications Utility, the New Hampton Municipal Communications Utility, and the Waterloo Telecommunications Utility. 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 Evens, seconded by Trustee Engel to adopt **Resolution No. 6552** approving and authorizing the renewal of the agreements for the self-funded employee health plan administrative services, stop-loss coverage, and self-funded dental administrative services; authorizing the contribution rates for self-funded health and dental plans; and authorizing renewal and contribution rates for vision plan. 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: the current safety status of the Utility; a review of customer satisfaction survey results; discussion on what residency

requirements there should be for the General Manager/CEO position; and review of a possible additional transfer to the City of Cedar Falls.

Board requests to staff included a scheduling update for Trustee training and facilities tours and the Board would also like to discuss during its next strategic planning retreat meeting how the Utility will address current customers with fiber connections to Waterloo once the Waterloo Telecommunications Utility is operational.

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 3:30 p.m.