

Board Minutes  
December 19, 2017

The Board of Trustees met in regular session with Chairperson Caitlin A. Beresford and Trustees Carl L. Heinrich, Martin L. Brooks, Maureen R. Kruse, and Michael J. Wallner. Staff Present: CEO & General Manager Drummey, Staff Engineer Cady and Administrative Assistant Powell.

I. The Chairperson called the meeting to order at 4:31 p.m.

II. Public Comments/Participation

The Chairperson asked if there were any public comments or participation and there were none.

III. General Manager's Report

1. Project Status Report.
2. Main Extension Status Report.
3. Operations.
4. 2017 Financials Update through November.
5. Human Resources.
6. Insurance Claims.
7. Telecommunications Site Lease Sale.
8. Legislative/Regulatory.

IV. Consent Agenda

1. Approval of the minutes of the November 21, 2017 regular meeting.
2. Claims Register.
3. Monthly Report.

Trustee Heinrich motioned and Trustee Kruse seconded to approve the consent agenda. The motion carried unanimously.

V. Action Items

1. Trustee Brooks moved to adopt resolution 12-39-17 awarding the contract for CY 2018 Water Treatment Chemicals. Trustee Wallner seconded the motion. Following discussion, the Chairperson called for a roll call vote. The roll call vote was as follows:

Aye: Trustee Heinrich, Trustee Brooks, Trustee Kruse, Trustee Wallner and Trustee Beresford. The Chairperson announced the resolution duly adopted. A copy of the resolution follows these minutes and by reference is made a part thereof.

2. Trustee Kruse moved to adopt resolution 12-40-17 accepting the work of Compass Utility, LLC and authorizing project closeout in connection with the East Manawa Drive Water Main Improvements. Trustee Wallner seconded the motion. Following discussion, the motion carried unanimously.

3. Trustee Wallner moved to adopt resolution 12-41-17 accepting the work of Compass Utility, LLC and authorizing project closeout in connection with the North Broadway, Phase II Water Main Improvements. Trustee Brooks seconded the motion. Following discussion, the motion carried unanimously.

4. Trustee Heinrich moved to approve and authorize the general manager to execute Task Order 17-002 for Interstate Relocations – D4 Review, Preliminary Project Scoping and Work Plan Development with hgm Associates, Inc. Trustee Kruse seconded the motion. Following discussion, the motion carried unanimously.

5. The Chairperson asked if there were other items to come before the Board.

(1) The Board Chairperson presented the general manager a service award for his Twenty-Five Years of Service to the Council Bluffs Water Works.

(2) Staff requested the Board's input on how to further develop the Professional Services Selection Procedures Policy.

6. The Board set the date of the next regular meeting as January 16, 2018 at 4:30 p.m.

The Board recessed the meeting at 5:15 p.m.

VI. Executive Session

Trustee Kruse moved to enter closed session pursuant to Section 20.17 and 21.9 of the Code of Iowa to discuss matters relating to the employment conditions of the employees under Chapter 20 of the Code. Trustee Brooks seconded the motion. The Chairperson called for a roll call vote. The roll vote was as follows:

Aye: Trustee Heinrich, Trustee Brooks, Trustee Kruse, Trustee Wallner, and Trustee Beresford.

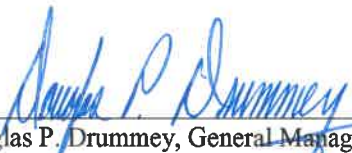
The Board entered into closed session at 5:25 p.m. and returned to regular meeting session at 5:38 p.m.

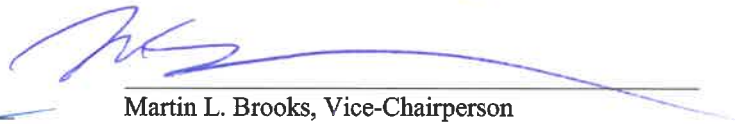
Trustee Wallner moved to approve the Non-Union Employees Pay Structure and Compensation for the period of January 1, 2018 – December 31, 2018 as presented. Trustee Heinrich seconded the motion. The motion carried unanimously.

Trustee Heinrich moved to approve the general manager's performance and salary compensation of 3% for the period of January 1, 2018 – December 31, 2018. Trustee Kruse seconded the motion. Following discussion, the motion carried unanimously.

VII. There being no further business the Chairperson adjourned the meeting at 5:40 p.m.

  
Caitlin A. Beresford, Chairperson

  
Douglas P. Drummey, General Manager

  
Martin L. Brooks, Vice-Chairperson

  
Celestine Powell, Recording Secretary

  
Carl L. Heinrich, Trustee

  
Maureen R. Kruse, Trustee

  
Michael J. Wallner, Trustee