

Board Minutes
February 20, 2018

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 Drumme, Administrative Manager Wisniski, Staff Engineer Cady and Administrative Assistant Powell. Also present was Jared Olson, hgm Associates, Inc.

I. The Chairperson called the meeting to order at 4:30 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. 2018 Financials Update through January.
5. Human Resources.
6. Insurance Claims.

IV. Consent Agenda

1. Approval of the minutes of the January 16, 2018 regular meeting.
2. Claims Register.
3. Monthly Report.

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

V. Action Items

1. Trustee Wallner moved to adopt resolution 02-03-18 amending Article VI, Business Procedures, 6.9 Purchasing and Expenditure Control Policy of the Board of Water Works Trustees of the City of Council Bluffs, Iowa, dated March 2009. Trustee Brooks 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 02-04-18 authorizing the Secretary to sign Change Order No. 1 with Building Crafts, Inc. for Council Point Water Purification Plant and Well Field Expansion – Phase 1. 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.

3. Trustee Heinrich moved to adopt resolution 02-05-18 authorizing the Chairperson and Secretary to sign a Main Extension Agreement with Western Land Development, L.L.C., for the East Fox Run Subdivision Water Main Extension and Authorizing Project Design. Trustee Kruse 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.

4. Trustee Brooks moved to adopt resolution 02-06-18 accepting the work of Compass Utility, L.L.C., and authorizing project closeout in connection with the East Manawa Storm Sewer Rehabilitation Phase VI, Division V Water Main Improvements. 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.

5. Trustee Wallner moved to adopt resolution 02-07-18 authorizing disposal of Vehicles. Trustee Brooks 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.

6. Trustee Wallner moved to approve and authorize the general manager to execute Task Order No. 22 with HDR Engineering, Inc. for the Council Point Well Field Expansion. Trustee Brooks seconded the motion. Following discussion, the motion carried unanimously.

7. Trustee Kruse moved to approve and authorize the general manager to sign the Amendment No. 1 to the Task Order No. 20 agreement dated November 21, 2017 with HDR Engineering, Inc. for Professional Engineering Services. Trustee Heinrich seconded the motion. Following discussion, the motion carried unanimously.

Jared Olson reviewed Task Order No. 18-003 for Engineering Services with hgm Associates, Inc. for Consulting Engineering Services for the West Broadway Reconstruction; Avenue A Water Main, Segment 1: 27th Street to 25th Street project.

8. Trustee Brooks moved to approve Task Order No. 18-003 for Engineering Services with hgm Associates, Inc. for Consulting Engineering Services for the West Broadway Reconstruction; Avenue A Water Main, Segment 1: 27th Street to 25th Street. Trustee Kruse seconded the motion. Following discussion, the motion carried unanimously.

9. Trustee Brooks moved to accept the proposal and approve authorization to purchase a Trailer Vacuum Excavator from Vermeer Iowa & Northern MO. Trustee Kruse seconded the motion. Following discussion, the motion carried unanimously.

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

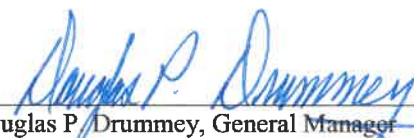
11. The Board set the date of the next regular meeting as March 20, 2018 at 4:30 p.m.

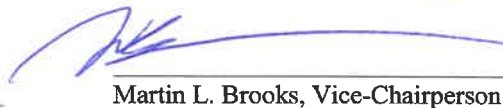
VI. Other Items

1. The general manager handed out a draft copy of the Employee Handbook for the Board to review.


VII. There being no further business the Chairperson adjourned the meeting at 5:33 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