

Board Minutes
December 17, 2019

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

I. The Chairperson called the meeting to order at 4:33 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. 2019 Financials Update through November.
5. Human Resources.

IV. Consent Agenda

1. Approval of the minutes of the November 19, 2019 regular meeting.
2. Claims Register.
3. Monthly Report.

Trustee Wallner motioned and Trustee Beresford seconded to approve the consent agenda. The motion carried unanimously.

V. Action Items

1. Trustee Kruse moved to adopt resolution 12-28-19 awarding the contract for Railroad Avenue Water Main Extension. Trustee Wallner seconded the motion. Following discussion, the Chairperson called for a roll call vote. The roll call vote was as follows:

Aye: 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 Beresford moved to adopt resolution 12-29-19 awarding the contract for CY 2020 Water Treatment Chemicals. Trustee Kruse seconded the motion. Following discussion, the Chairperson called for a roll call vote. The roll call vote was as follows:

Aye: 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 Beresford moved to adopt resolution 12-30-19 authorizing the Secretary to sign Change Order No. 5 with Building Crafts, Inc. for the Council Point Water Purification Plant and Well Field Expansion – Phase 1. Trustee Kruse seconded the motion. Following discussion, the Chairperson called for a roll call vote. The roll call vote was as follows:

Aye: 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 Kruse moved to adopt resolution 12-31-19 authorizing the Secretary to sign Change Order No. 6 with Building Crafts, Inc. for the 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 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 Beresford moved to approve the Supplement to the Standard Professional Services Master Agreement dated September 18, 2017 with Snyder & Associates, Inc. for engineering services in regards to the South 1st Street Neighborhood Rehabilitation, Phase 11 Project. Trustee Kruse seconded the motion. Following discussion, the motion carried unanimously.

6. Trustee Kruse moved to approve and accept the proposal from JM Online for website redevelopment and design services and authorize the general manager to execute the agreement. Trustee Beresford seconded the motion. Following discussion, the motion carried unanimously.

7. Trustee Wallner moved to authorize payment of invoice to Cogsdale Corporation for Maintenance and Support for January 1, 2020 to December 31, 2020. Trustee Kruse seconded the motion. Following discussion, the motion carried unanimously.

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

9. The Board set the date of the next regular meeting as January 21, 2020 at 4:30 p.m.

The Chairperson recessed the meeting at 5:03 p.m.

VI. Executive Session


1. 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 Beresford seconded the motion. The Chairperson called for a roll call vote. The roll call vote was as follows:

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

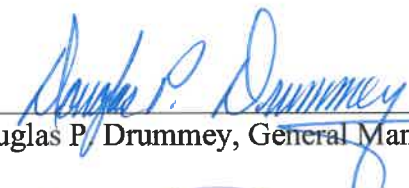
The Board entered into closed session at 5:15 p.m., and returned to regular meeting session at 5:31 p.m.

2. Trustee Kruse moved to approve the Non-Union Employees Pay Structure and Compensation for the period of January 1, 2020 – December 31, 2020 as presented. Trustee Beresford seconded the motion. The motion carried unanimously.

VII. There being no further business the Chairperson adjourned the meeting at 5:32 p.m.



Martin L. Brooks, Chairperson



Douglas P. Drummey, General Manager


Carl L. Heinrich, Vice-Chairperson



Celestine Powell, Recording Secretary



Maureen R. Kruse, Trustee



Michael J. Wallner, Trustee



Caitlin A. Beresford, Trustee