

Board Minutes
June 14, 2022

The Board of Trustees met in regular session with Chairperson Caitlin A. Beresford and Trustees Martin L. Brooks, Michael J. Wallner, and Keith R. Jones. Trustee Maureen R. Kruse was absent. Staff Present: CEO & General Manager Drummey, Administrative Manager Wisniski, Director of Operations Cady, and Administrative Assistant Powell. Also present were Kirk Madsen, SilverStone Group, Paul Hamilton, Hamilton Associates, P.C. and Larry Beckman, Smith Petersen Law Firm.

I. The Chairperson called the meeting to order at 4:34 p.m.

II. 2021 Annual Audit

Paul Hamilton reviewed the 2021 Annual Audit with the Board.

1. Trustee Brooks moved to receive and file the Annual Audit and authorize its release as required. Trustee Jones seconded the motion. Following discussion, the motion carried unanimously.

III. Insurance Renewals

Kirk Madsen reviewed the Insurance Renewals with the Board. Trustee Wallner moved to accept the General Liability, Property, Automobile, Workers Compensation, Public Officials, and Cyber Risk Coverage Insurance renewals as recommended by SilverStone Group and Staff. Trustee Jones seconded the motion. Following discussion, the motion carried unanimously.

IV. Public Hearing

1. The Chairperson stated this is the time and place for the public hearing on the proposed release of a permanent and perpetual easement granted for utility purposes across the 12th Avenue right-of-way except the west 10 feet lying between South 34th and South 35th Streets and abutting property legally described as Lots 16 through 30, Block 19, Brown's Subdivision and Lots 1 through 15, Block 18, Brown's Subdivision, in the City of Council Bluffs, Pottawattamie County, Iowa. The Chairperson asked if any written protest or comments were received? The secretary advised there were no written protest or comments. The Chairperson asked if there was anyone present to speak for or against the release? Receiving no response, the Chairperson closed the public hearing.

(1) Trustee Jones moved to adopt resolution 06-13-22 on the release of a permanent and perpetual easement granted for utility purposes across the 12th Avenue right-of-way except the west 10 feet lying between South 34th Street and South 35th Streets and abutting property legally described as Lots 16 through 30, Block 19, Brown's Subdivision and Lots 1 through 15, Block 18, Brown's Subdivision, in the City of Council Bluffs, Pottawattamie County, Iowa. 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 Wallner, Trustee Beresford and Trustee Jones. The Chairperson announced the resolution duly adopted. A copy of the resolution follows these minutes and by reference is made a part thereof.

V. General Manager's Report

1. Project Status Report.
2. Main Extension Status Report.
3. Operations.
4. 2022 Financials Update through May.
5. Human Resources.
6. Insurance Claims.
7. Legislative and Regulatory.
8. Public Relations.

VI. Consent Agenda

1. Approval of the minutes of the May 19, 2022 regular meeting.
2. Claims Register.
3. Monthly Report.

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

VII. Action Items

1. Trustee Jones moved to adopt resolution 06-14-22 authorizing the Chairperson and Secretary to sign a Main Extension Agreement with HCC Investments, L.L.C. for the Hills of Cedar Creek Central, Phase 2 Water Main Extension and Authorizing Project Design. Trustee Brooks seconded the motion. Following discussion, the Chairperson called for a roll call vote. The roll call vote was follows:

Aye: Trustee Brooks, Trustee Wallner, Trustee Beresford and Trustee Jones. 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 Wallner moved to adopt resolution 06-15-22 accepting the work of Carley Construction, L.L.C. and authorizing project closeout in connection with the Division V Water Main Improvements: 2100 Block & Avenue H. Trustee Brooks seconded the motion. Following discussion, the Chairperson called for a roll call vote. The roll call vote was follows:

Aye: Trustee Brooks, Trustee Wallner, Trustee Beresford and Trustee Jones. 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 Brooks moved to adopt resolution 06-16-22 awarding the contract for East Manawa Sewer Rehabilitation Phase XI, 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 follows:

Aye: Trustee Brooks, Trustee Wallner, Trustee Beresford and Trustee Jones. 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 06-17-22 amending the Non-Union Exempt Staff Pay Structure. Trustee Jones seconded the motion. Following discussion, the Chairperson called for a roll call vote. The roll call vote was follows:

Aye: Trustee Brooks, Trustee Wallner, Trustee Beresford and Trustee Jones. 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 06-18-22 appointing an Assistant General Manager. Trustee Jones seconded the motion. Following discussion, the Chairperson called for a roll call vote. The roll call vote was follows:

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

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

7. The Board set the date of the next regular meeting as July 19, 2022 at 4:30 p.m.

The Board recessed the meeting at 5:55 p.m.

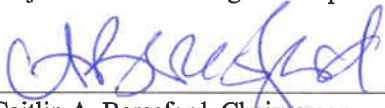
VIII. Executive Session

1. Trustee Wallner 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 call vote was as follows:

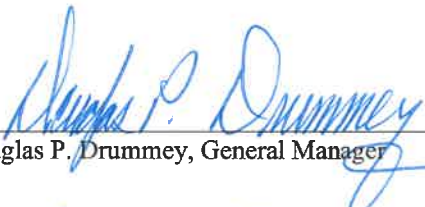
Aye: Trustee Brooks, Trustee Wallner, Trustee Beresford and Trustee Jones.


The Board entered into closed session at 6:03 p.m. and returned to regular meeting session at 7:04 p.m.

IX. There being no further business the Chairperson adjourned the meeting at 7:05 p.m.


Caitlin A. Beresford, Chairperson


Keith R. Jones, Vice-Chairperson


Douglas P. Drummey, General Manager


Martin L. Brooks, Trustee


Celestine Powell, Recording Secretary


Maureen R. Kruse, Trustee


Michael J. Wallner, Trustee