Board Minutes

July 18, 2023

The Board of Trustees met in regular session with Chairperson Caitlin A. Beresford and Trustees Martin L. Brooks, Keith R. Jones, Glennay V. Jundt and Patrick A. Miller. Staff Present: CEO & General Manager Cady, Administrative Manager Wisniski, Assistant Administrative Manager Schrage, Staff Engineer Wiegman and Administrative Assistant Powell. Also present was Joe Thornton, Smith Peterson Law Firm.

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. Retention of Board’s Legal Counsel.

Joe Thornton gave the Board a brief history of his qualifications and work performed for the Council Bluffs Water Works.

1. Trustee Jundt moved to adopt resolution 07-22-23 authorizing the retention of Smith Peterson Law Firm and Joe Thornton to continue as counsel for the Council Bluffs Water Works. Trustee Miller seconded the motion. Following discussion, the Chairperson called for a roll call vote. The roll call vote was as follows:

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

IV. General Manager’s Report

1. Project Status Report.
2. Main Extension Status Report.
3. Operations.
4. 2023 Financials update through June.
5. Human Resources.
6. Insurance Claims.
7. Legislative/Regulatory.
8. Public Relations.

V. Consent Agenda

1. Approval of the minutes of the June 20, 2023 regular meeting.
2. Claims Register.
3. Monthly Report.

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

VI. Action Items

1. Trustee Jones moved to adopt resolution 07-23-23 accepting the work of Larsen Backhoe Services and authorizing project closeout in connection with 3rd Avenue – 23rd to 20th Street Water Main Replacement. Trustee Miller seconded the motion. Following discussion, the Chairperson called for a roll call vote. The roll call vote was as follows:

Aye: Trustee Brooks, Trustee Beresford, Trustee Jones, Trustee Jundt and Trustee Miller. 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 Miller moved to adopt resolution 07-24-23 accepting the work of Larsen Backhoe Services and authorizing project closeout in connection with the E. Orchard Avenue Water Main Relocation. Trustee Jundt seconded the motion. Following discussion, the Chairperson called for a roll call vote. The roll call vote was as follows:

Aye: Trustee Brooks, Trustee Beresford, Trustee Jones, Trustee Jundt and Trustee Miller. 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 approve Work Order No. 21 and 22 with Snyder & Associates, Inc. for Consulting Engineering Services regarding a Water Rate Study and Water System Study. Trustee Miller seconded the motion. Following discussion, the motion carried unanimously.

4. Trustee Brooks moved to approve authorization to proceed with the 3rd Street Water Main Relocation Project. Trustee Jones seconded the motion. Following discussion, the motion carried unanimously.

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

6. The Board set the date of the next regular meeting as August 15, 2023 at 4:30 p.m.

VII. Board Reorganization

The Chairperson announced this is the time and place for the election of a new Chairperson and Vice Chairperson and called for nominations of both.

1. Trustee Brooks moved to elect Vice Chairperson Jones as Chairperson. Trustee Jundt seconded the motion. Following discussion, the motion carried unanimously.

2. Trustee Jones moved to elect Trustee Jundt as Vice Chairperson. Trustee Brooks seconded the motion. Following discussion, the motion carried unanimously.

VIII. There being no further business the Chairperson adjourned the meeting at 5:22 p.m.

|  |  |
| --- | --- |
| Brian T. Cady, CEO & General Manager    Celestine Powell, Recording Secretary | Caitlin A. Beresford, Chairperson    Keith R. Jones, Vice Chairperson    Martin L. Brooks, Trustee    Glennay V. Jundt, Trustee    Patrick A. Miller, Trustee |