

## Board Minutes

June 17, 2025

The Board of Trustees met in a regular session with Chairperson Keith R. Jones and Trustees Martin L. Brooks, Caitlin A. Beresford, Glennay V. Jundt and Patrick A. Miller. Staff Present: CEO and General Manager Cady, Administrative Manager Schrage, Staff Engineer Wiegman and Executive Assistant Park. Also present was Kirk Madsen, HUB Insurance.

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.

1. The General Manager introduced the new Executive Assistant Laurie Park to the Board.

III. Public Hearing

1. The Chairperson stated that this is the time and place for a public hearing and meeting on the conveyance of real property, described as Lot 3, Block 1, in Hillcrest Addition in the City of Council Bluffs, Pottawattamie County, Iowa to the City of Council Bluffs, Iowa. The Chairperson asked if there were any written protest or comments received. The secretary advised that there were no written protest or comments. The Chairperson asked if there was anyone present to speak out for or against the conveyance? Receiving no response, the Chairperson closed the public hearing.

(1) Trustee Brooks moved to adopt resolution 06-15-25 on the conveyance of real property, described as Lot 3, Block 1, in Hillcrest Addition in the City of Council Bluffs, Pottawattamie County, Iowa to the City of Council Bluffs, Iowa. Trustee Miller seconded the motion. Following discussion, the Chairperson called for a roll call vote. The roll call 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 part thereof.

IV. General Manager's Report.

1. Project Status Report.
2. Main Extension Status Report.
3. Operations.
4. 2025 Financials Update through May.
5. Human Resources.
6. Insurance Claims.
7. Legislative/Regulatory.
8. Public Relations/Other.

V. Consent Agenda

1. Approval of the minutes of the May 20, 2025, regular meeting
2. Claims Register.
3. Monthly Report.

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

VI. Action Items

1. Trustee Miller moved to adopt resolution 06-16-25 accepting the work of Driver Sewer and Water, Inc. and authorizing project closeout in connection with the South 34<sup>th</sup> Street & 1<sup>st</sup> Avenue Water Main Extension. 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.

2. Trustee Brooks moved to adopt resolution 06-17-25 authorizing the Chairperson and Secretary to sign a Main Extension Agreement with Alfes Drilling for the 1400 14<sup>th</sup> Avenue Water Main Extension and authorizing Project Design. Trustee Beresford 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 Jundt moved to approve Task Order 25-052 with HGM Associates, Inc. for Consulting Engineering Services regarding College Road and Railroad Ave to East Kanesville Boulevard Water Main Improvement. Trustee Brooks seconded the motion. Following discussion, the motion carried unanimously.

4. Trustee Beresford moved to approve Work Order No. 31 with Snyder & Associates for Consulting Engineering Services regarding the Oak Street Pump Station Improvements. Trustee Miller seconded the motion. Following discussion, the motion carried unanimously.

5. Trustee Jundt moved to approve the General Liability, Property, Automobile, Workers' Compensation, Public Officials and Cyber Risks Coverages insurance as recommended by HUB Insurance and Staff. Trustee Beresford seconded the motion. Kirk Madsen reviewed the insurance renewals with the Board. Following discussion, the motion passed unanimously.

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

7. The Board set the date of the next regular meeting as July 15, 2025

VII. There being no further business, the Chairperson adjourned the meeting at 5:37 p.m.

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Keith R. Jones, Chairperson

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Glennay V. Jundt, Vice Chairperson

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Brian T. Cady, CEO & General Manager

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Martin L. Brooks, Trustee

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Laurie Park, Recording Secretary

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Caitlin A. Beresford, Trustee

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Patrick A. Miller, Trustee