

The Harlan Municipal Utilities' Board of Trustees met in regular session, January 25, 2018, pursuant to the rules and regulations as set forth in the office of the Secretary. Present were Trustees: Michael P. Jones, Terry Arentson, Nella Seivert, and Connie Wees. Absent: David Tyrrel. Staff Present: Kenneth C. Weber, Darwin Gessert, Jennifer Kelly, Doug Hammer and Jim Gedwillo. Media: Bob Bjoin. City: None. Legal Counsel: None. Special Guests: None. Todd Valline was also present.

The meeting was called to order at 4:00 p.m. in the HMU Boardroom by Vice-Chairperson Seivert.

Moved by Arentson, seconded by Jones, to approve the agenda.

Moved by Jones, seconded by Arentson, to approve the consent agenda which included: A) Approve Minutes of the Board Meeting of January 11, 2018; B) Approve Abstract of Claims No. 1111, in the amount of \$\$829,218.44 and payment of same; C) Next Board Meeting Date of February 8, 2018, @ 10 am exchange of initial bargaining proposals; followed by exempt session pursuant to Iowa Code 20.17(3); February 8, 2018 [Electronic]; and February 22, 2018 [Regular]. A roll call vote was taken on the motion as follows: Jones – Aye; Arentson – Aye; Seivert – Aye; and Wees – Aye. Motion carried unanimously. Tyrrel approved the abstract via email prior to the meeting.

Moved by Arentson, seconded Jones, to approve Resolution No. 73-2018 – Purchase of Food and Beverage Policy. A roll call vote was taken on the motion as follows: Jones – Aye; Arentson – Aye; Seivert – Aye; and Wees – Aye. Motion carried unanimously.

Moved by Arentson, seconded by Jones, to approve the proposal from Cx Solutions to perform the gas awareness telephone survey. Budgeted item of \$5500 +/- 10%. A roll call vote was taken on the motion as follows: Jones – Aye; Arentson – Aye; Seivert – Aye; and Wees – Aye. Motion carried unanimously.

Moved by Arentson, seconded by Jones, to approve the annual support/licensing contract with Civic Systems in the amount of \$23,116. A roll call vote was taken on the motion as follows: Jones – Aye; Arentson – Aye; Seivert – Aye; and Wees – Aye. Motion carried unanimously.

Moved by Arentson, seconded by Jones, to approve the tax exemption certificate and resolution approving and authorizing a form of loan agreement and authorizing and providing for the issuance of capital loan notes and providing for a method of payment of the notes for the \$1,649,000 Communications Utility Capital Loan Notes, Series 2018. A roll call vote was taken on the motion as follows: Jones – Aye; Arentson – Aye; Seivert – Aye; and Wees – Aye. Motion carried unanimously.

Moved by Arentson, seconded by Jones, to approve the resolution authorizing a form of loan agreement and authorizing the redemption of outstanding communication utility revenue refunding Capital Loan Notes, Series 2012, dated March 29, 2012. A roll call vote was taken on the motion as follows: Jones – Aye; Arentson – Aye; Seivert – Aye; and Wees – Aye. Motion carried unanimously.

Moved by Arentson, seconded by Jones to approve Resolution No. 74-2018 Establishing Policy for Disposal of Bond Financed Property of the Municipal Communications Utility. A roll call vote was taken on the motion as follows: Jones – Aye; Arentson – Aye; Seivert – Aye; and Wees – Aye. Motion carried unanimously.

Moved by Arentson, seconded by Jones, to approve Resolution No. 40-2018 – Rates for Cable TV/Internet Services (changes and/or additions) and waive the requirement of the next two readings. The rate changes along with a new customer service charge will be effective March 1, 2018. The customer service rate will be \$35 for the first 30 minutes and \$15 for each additional block of 30 minutes. The added charge is for assistance installing personal devices such as game stations, Google Home, Echos, and email on mobile devices, installing new outlets, etc. There will be no change in servicing of HMU owned equipment such as DVRs and modems. A roll call vote was taken on the motion as follows: Jones – Aye; Arentson – Aye; Seivert – Aye; and Wees – Aye. Motion carried unanimously.

Moved by Arentson, seconded by Jones, to approve hiring of V&K as engineers for the Highway 59 Water Main Extension Project in conjunction with Harlan Plaza Economic Development. The approximate engineering fees are \$20,500. A roll call vote was taken on the motion as follows: Jones – Aye; Arentson – Aye; Seivert – Aye; and Wees – Aye. Motion carried unanimously.

Following the Chief Executive Officer's Report the meeting was adjourned.

These minutes are as recorded by the Secretary and are subject to approval at the next meeting of the Board of Trustees.

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CHAIRPERSON, David Tyrrel (*term 2023*)

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VICE-CHAIRPERSON, Nella Seivert (*term 2018*)

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TRUSTEE, Michael P. Jones (*term 2019*)

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TRUSTEE, Terry Arentson (*term 2021*)

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TRUSTEE, Connie Wees (*term 2022*)