

The Harlan Municipal Utilities' Board of Trustees met in regular session, June 28, 2018, pursuant to the rules and regulations as set forth in the office of the Secretary. Present were Trustees: Terry Arentson, Nella Seivert, David Tyrrel, Michael P. Jones and Connie Wees. Absent: None. Staff Present: Kenneth Weber, Darwin Gessert, Jennifer Kelly, Doug Hammer and Jim Gedwillo. Media: Steve Mores. City: Gene Gettys. Legal Counsel: None. Special Guests: Bob Bogler of RDP Office.

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

Moved by Seivert, seconded by Jones, to approve the agenda. Arentson stated that he would abstain from approving the Consent Agenda due to a rebate payment to a family member.

Moved by Jones, seconded by Seivert, to approve the consent agenda which included: A) Approve Minutes of the Board Meeting of June 13, 2018; B) Approve Abstract of Claims No. 1121 in the amount of \$1,059,286.98 and payment of same; C) Next Board Meeting Dates of July 12, 2018 [Electronic] and July 26, 2018 [Regular]. A roll call vote was taken on the motion as follows: Arentson – Abstain; Seivert – Aye; Tyrrel – Aye; Jones – Aye; and Wees – Aye. Motion carried unanimously.

Moved by Arentson, seconded by Jones, to approve the Resolution for Notice of Public Hearing & Letting, Form of Contract for the Meter Conversion Contract, which is a portion of a project identified as 2017-2018 Distribution Construction Project. A roll call vote was taken on the motion as follows: Arentson – Aye; Seivert – Aye; Tyrrel – Aye; Jones – Aye; and Wees – Aye. Motion carried unanimously.

Moved by Arentson, seconded by Jones, to approve the Sprinkler System Flushing Contract with Viking Automatic Sprinkler Co. The contracted amount is based on technician's time and materials and is not an annual contract. A roll call vote was taken on the motion as follows: Arentson – Aye; Seivert – Aye; Tyrrel – Aye; Jones – Aye; and Wees – Aye. Motion carried unanimously.

Moved by Arentson, seconded by Seivert, to approve the engagement letter from Gronewold, Bell, Kyhnn & Co. PC. for the annual audit for the Fiscal Year 2017-2018. A roll call vote was taken on the motion as follows: Arentson – Aye; Seivert – Aye; Tyrrel – Aye; Jones – Aye; and Wees – Aye. Motion carried unanimously.

Moved by Seivert, seconded by Jones to table the request by Weber to have the auditors do an assessment on the sewer collection and transfer to the City of Harlan. Discussion was held on who should pay for this assessment and the actual cost of the assessment. A roll call vote was taken on the motion as follows: Arentson – Aye; Seivert – Aye; Tyrrel – Aye; Jones – Aye; and Wees – Aye. Motion carried unanimously to table the request.

Moved by Arentson, seconded by Seivert, to approve payment of the P&E Engineering invoice in the amount of \$16,234.76. A roll call vote was taken on the motion as follows: Arentson – Aye; Seivert – Aye; Tyrrel – Aye; Jones – Aye; and Wees – Aye. Motion carried unanimously.

Moved by Jones, seconded by Arentson, to approve the Water Main Extension Contract (Harlan Plaza) with Bluffs Paving & Utility Company. Quotations were received as follows:

Bluffs Paving & Utility Co.	\$ 87,222.49
McCarthy Trenching LLC	\$ 90,955.60
King Construction	\$139,625.00
Grundsmann-Hicks LLC	\$169,000.00

A roll call vote was taken on the motion as follows: Arentson – Aye; Seivert – Aye; Tyrrel – Aye; Jones – Aye; and Wees – Aye. Motion carried unanimously.

An invoice from NIPCO in the amount of \$4,241.62, for replacing a leaking air tank in breaker was submitted for informational purposes only. This was an emergency repair approved prior to board approval in compliance with General Policy 45. No Board Action was taken.

A letter from Hall Hudson regarding a fee increase was submitted for informational purposes and to see if the board wanted to retain Hall Hudson due to the increase or send out letters of interest. Discussion was held and it was determined that no action was needed due to the fact that Hall Hudson would remain as local attorney.

Moved by Arentson, seconded by Wees, to approve the Manual of Benefits and Personnel Policies effective July 9, 2018. A roll call vote was taken on the motion as follows: Arentson – Aye; Seivert – Aye; Tyrrel – Aye; Jones – Aye; and Wees – Aye. Motion carried unanimously.

2017 Phase 2 Fiber to the Home (FTTH) System Change Order 13 in the amount of \$1,250.00 was submitted for informational purposes only. No approval needed since it is still in the 10% contingency fund.

Harn R/O payment application no. 5 in the amount of \$65,706.20 and partial release of lien was presented for informational purposes only. No Board Action.

Moved by Arentson, seconded by Jones, to approve the invoice from The Agency in the amount of \$7,196.00 for additional workman's compensation premiums. A roll call vote was taken on the motion as follows: Arentson – Aye; Seivert – Aye; Tyrrel – Aye; Jones – Aye; and Wees – Aye. Motion carried unanimously.

There was discussion on Local Area Network IT proposals. The board did not take any action due several factors. Request for proposals were sent to Oxen and RDP with a due date of June 29, 2018. RFPs will now be sent to other providers with a different due date. The telecommunications committee will meet regarding the proposals and then take their recommendation to the board.

Following the Directors' reports and 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.

CHAIRPERSON, David Tyrrel (*term 2023*)

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

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

TRUSTEE, Terry Arentson (*term 2021*)

TRUSTEE, Connie Wees (*term 2022*)