

The Harlan Municipal Utilities' Board of Trustees met in regular session, July 26, 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, Jennifer Kelly, Doug Hammer and Jim Gedwillo. Media: Steve Mores. City: Gene Gettys. Legal Counsel: None. Special Guests: Mike Lang and Joe Pille of Hallett Materials. Todd Valline of SCCCI and Jason Erickson of Think Space were also present.

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

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

Moved by Jones, seconded by Seivert, to approve the consent agenda which included: A) Approve Minutes of the Board Meeting of July 12, 2018; B) Approve Abstract of Claims No. 1123 in the amount of \$694,791.77 and payment of same; C) Next Board Meeting Dates of August 9, 2018 [Electronic] and August 23, 2018 [Regular]. 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 approve the request from Hallet Materials for relocation of a 40' easement by Highway 59. 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.

Chairperson Tyrrel stated that this was the time and place for the Public Hearing for the Meter Conversion Contract, which is a portion of the 2017-2018 Conversion Project Contract for Harlan Municipal Utilities, Harlan, Shelby County, Iowa, and that the Board Secretary has published the Notice of Hearing in accordance with Iowa Code Section 26.3. Chairperson Tyrrel asked if there had been any written objections. There were none. He then asked if there had been any oral objections or any objections from those present. There were none. Tyrrel then stated that the public hearing was closed.

There were not any bids received for the Meter Conversion Contract, therefore, no action was taken. The Engineer on the project recommended to rebid.

Moved by Arentson, seconded by Seivert, 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.

It was announced that the IT/LAN proposals submitted were all different. Weber is in the process of putting together an analysis to do a cost per unit breakdown and recommends a three (3) year contract. Proposals will be voted on at the August 23, 2018 board meeting. No Board Action.

It was mentioned that the payment of \$35,000.00 to Shelby County Chamber of Commerce and Industry is the last one under the current agreement. No Board Action.

Moved by Arentson, seconded by Seivert, to approve the Water Resource Evaluation by the University of Iowa in the amount of \$84,587.00 pending final legal review. HMU legal counsel requested some changes be made and was to contact the legal counsel for University of Iowa. 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.

Discussion was held on the GIS mapping fee. Weber notified the board that the fee could increase in future years and that HMU is having legal counsel review our current agreement with the Shelby County Auditor's office. No action required.

There were no bids received for the Gas Main Extension for Arkfeld in the Victoria Street area. HMU will be exploring other options.

Moved by Arentson, seconded by Seivert, to approve the \$2,500.00 contribution for a seminar presented by Jon Gordon. This is in partnership with the hospital, school and other businesses in the community. 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 Wees, to approve the Communication Tower Maintenance Inspection Contract with All -State Tower (\$10,170.00) pending contract changes recommended by HMU legal counsel. 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 Communications Tower Maintenance replacement lighting components with Hughey Phillips (\$15,663.00) pending changes recommended by HMU legal counsel. 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.

Weber stated that HMU is still reviewing the sewer fee transfer process to the City of Harlan.

Change Order No. 1 in the amount of \$0.00 for the East Substation Voltage Conversion Project was presented. No board action.

Moved by Arentson, seconded by Jones, to approve Change Order No 3 in the amount of \$47,484.05 for the 2018-2018 Distribution Contract. Tyrrel asked if this Change Order was because the previous contractors made errors and if there was any recourse. Weber stated that it was and he is reviewing options for possible recovery of these expenses. 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.

Discussion was held on the Harlan Comprehensive Plan in the amount of \$50,000.00 which was submitted by Todd Valline. This is an overall projected cost estimate by one vendor. He will be obtaining quotes from other vendors also. This is in the very preliminary stage of consideration. No board action.

Jones exited the meeting at 4:40 pm and returned at 4:55 pm.

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*)