

The Harlan Municipal Utilities' Board of Trustees met in regular session, August 23, 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, and Michael P. Jones. Absent: Connie Wees. Staff Present: Kenneth Weber, Doug Hammer and Jim Gedwillo. Media: Steve Mores. City: Gene Gettys. Legal Counsel: None. Special Guests: Todd Valline of SCCCI and a representative 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 Arentson, seconded by Jones, to approve the agenda.

Moved by Seivert, seconded by Jones, to approve the consent agenda which included: A) Approve Minutes of the Board Meeting of August 9, 2018; B) Approve Abstract of Claims No. 1125 in the amount of \$515,797.41 and payment of same; C) Next Board Meeting Dates of September 13, 2018 [Electronic] and September 27, 2018 [Regular]. A roll call vote was taken on the motion as follows: Arentson - Aye; Seivert - Aye; Tyrrel - Aye; and Jones - 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 timely bids received for the Meter Conversion Contract, therefore, no action was taken approving bids. In discussion with Engineers and Legal Counsel this portion of the 2017-2018 Conversion project will be completed with a Change Order for the project with a sub-contractor.

Moved by Arentson, to accept the proposal from Oxen Technology for the IT Services. Motion died for lack of second.

There was discussion on the bid results and comparing services that were bid. Three of the board members present felt they did not have enough time to review the results due to an email issue which prevented them from receiving the information until the morning of the meeting when hard copies were delivered. For full bid results please contact Harlan Municipal Utilities. There are no time constraints and the committee will re-convene and the proposals will be brought to the September 27 board meeting.

At the July 26 board meeting it was announced that there were no bids received for the Gas Main Extension for Arkfeld in the Victoria Street area and that HMU would be exploring other options. Gateway Signal Engineering submitted an estimate of \$65,320.00 for partial services and HMU employees will do the remaining installation. The original estimated cost was \$90,000.00 with Arkfeld paying \$15,000.00 of that cost plus the tapping fee. HMU's net cost was \$75,000.00. The current estimate is now \$102,000.00 before Arkfeld's share which brings HMU's cost down to \$83,000.00. Motioned by Seivert, seconded by Arentson to approve the revised option as stated. A roll call vote was taken on the motion as follows: Arentson - Aye; Seivert - Aye; Tyrrel - Aye; and Jones - Aye. Motion carried unanimously.

Moved by Arentson, seconded by Jones, to approve the Communication Tower Maintenance Inspection Contract submitted by Murphy Tower Service (\$7,250.00). The proposal was received after the July 26 board meeting where All-State Tower (\$10,170.00) was granted the contract pending changes recommended by HMU Legal Counsel. All-State Tower had not been informed of the contract approval. This will be a savings of \$2,920.00. A roll call vote was taken on the motion as follows: Arentson - Aye; Seivert - Aye; Tyrrel - Aye; and Jones - Aye. Motion carried unanimously.

Moved by Arentson, seconded by Jones, to approve Change Order No 4 in the amount of \$3,990.57 for the 2017-2018 Distribution Contract. A roll call vote was taken on the motion as follows: Arentson - Aye; Seivert - Aye; Tyrrel - Aye; and Jones - Aye. Motion carried unanimously.

Moved by Seivert, seconded by Jones, to approve adjusting the annual activities sponsorship on Channel 15 from a 10 month contract to a 12 month contract since the programming has expanded to include summer sports. The rates are effective September 1, 2018 and are as follows:

Activity Sponsorship is \$55/month for 12 months with a Channel 14 Annual contract

Activity Sponsorship is \$125/month for 12 months without a Channel 14 Annual contract

Commercials are \$90/month for 12 months with a Channel 14 Annual Contract;

Commercials are \$160/month for 12 months without a Channel 14 Annual Contract.

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

Discussion was held on the following items with no board action taken. 2017 Phase 2 Fiber to the Home (FTTH) System Change Order 14 and 15 in the amounts of \$3,201.00 and \$1,100.00, respectively. Harn R/O payment Application No. 6 in the amount of \$54,409.20 and Partial Release of Lien.

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.

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*)