

The Harlan Municipal Utilities' Board of Trustees met in regular session, October 22, 2020, pursuant to the rules and regulations as set forth in the office of the Secretary. Due to the Covid-19 pandemic and social distancing recommendations the meeting was held electronically via Zoom for the public. Board members and staff were present on site in the HMU Boardroom. Present were Trustees: David Tyrrel, Connie Borkowski, Terry Arentson, Nella Seivert, and Randall Rees. Absent: None. Staff Present: Kenneth Weber, Jennifer Kelly, Darwin Gessert and Jim Gedwillo. Matt Hudson was also present due to closed session. Present via Zoom: Todd Valline, Gene Gettys, Troy Schaben, Mike Anliker and Byron Tuley (NeoNova).

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

Moved by Seivert, seconded by Borkowski, to approve the agenda.

Moved by Tyrrel, seconded by Seivert, to approve the consent agenda which included: A) Approve Minutes of the Electronic Board Meeting of October 8, 2020; B) Abstract of Claims No. 1176 in the amount of \$518,693.67 and payment of same; and C) Upcoming Board Meetings of November 12, 2020, (Electronic), December 3, 2020 (Electronic) and December 17, 2020 (Via zoom for public). A roll call vote was taken as follows: Tyrrel – Aye; Borkowski – Aye; Arentson– Aye; Seivert – Aye; and Rees – Aye. Motion carried unanimously.

Moved by Seivert, seconded by Rees, to approve the Bobcat upgrade for the annual amount of \$8,888.60. A roll call vote was taken as follows: Tyrrel – Aye; Borkowski – Aye; Arentson– Aye; Seivert – Aye; and Rees – Aye. Motion carried unanimously.

Moved by Tyrrel, seconded by Borkowski to approve the telecommunications Rate Study through Consortia with an estimated cost of \$8,750.00. Non- budgeted. A roll call vote was taken as follows: Tyrrel – Aye; Borkowski – Aye; Arentson– Aye; Seivert – Aye; and Rees – Aye. Motion carried unanimously.

Moved by Seivert, seconded by Borkowski, to approve the Espial Whole Home Solution Contract in the annual amount of approximately \$1,771.20 per year. Non-budgeted. A roll call vote was taken as follows: Tyrrel – Aye; Borkowski – Aye; Arentson– Aye; Seivert – Aye; and Rees – Aye. Motion carried unanimously.

Moved by Tyrrel, seconded by Borkowski, to approve the after-hours answering service contract with NeoNova Network Services, LLC for answering telecommunications calls. The contract is a three contract in the amount of \$1,715.20 per month. Non-budgeted but is expected to be partially offset by reduced callout wages. A roll call vote was taken as follows: Tyrrel – Aye; Borkowski – Aye; Arentson– Aye; Seivert – Aye; and Rees – Aye. Motion carried unanimously.

Covid 19 Updates. No changes.

- A. Covid 19 Leave Policy (through December 31, 2020)
- B. Follow IUB's decision to implement shut-offs as normal
- C. Customer Premises will be entered with guidelines presented by CEO
- D. Allow Intermittent Leave
- E. Allow part-time office employee to work over 25 hours if needed due to Covid Leave used by others (through December 31, 2020)
- F. Covid 19 Decisions by CEO prior to Board Approval as stated at the March 26, 2020 board meeting

Covid-19 updates with Board Action. Moved by Wees, seconded by Tyrrel to approve items A-E as listed:

- A. Continue to allow sick/vacation leave balances going negative forty (40) hours combined through December 31, 2020, for Covid-19 related purposes.
- B. Extending the Telecommuting Policy through December 31, 2020.
- C. Continue to be open by appointment only from 8:00 am – 4:00 pm through December 31, 2020.

A roll call vote was taken as follows: Tyrrel – Aye; Borkowski – Aye; Arentson– Aye; Seivert – Aye; and Rees – Aye. Motion carried unanimously.

Information only items were as follows: McClure invoices in the amounts of \$1,300.00 and \$5,175.00; Dave Berg Dave Berg Consulting invoice in the amount of \$600.00 for the Electric, Gas and Water Rate Study; University of Iowa invoice in the amount of \$5,352.00.

Following the CEO's report the board entered closed session pursuant to Iowa Code Section 21.5(c) to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation. Moved by Tyrrel, seconded by Seivert, to approve going into closed session. A roll call vote was taken as follows: Tyrrel – Aye; Borkowski – Aye; Arentson– Aye; Seivert – Aye; and Rees – Aye. Motion

carried unanimously. Closed session was entered at 4:37 pm. Moved by Tyrrel, seconded by Borkowski, to exit closed session at 5:02 pm.

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, Terry Arentson (*term 2021*)

VICE-CHAIRPERSON, Connie Borkowski (*term 2022*)

TRUSTEE, David Tyrrel (*term 2023*)

TRUSTEE, Nella Seivert (*term 2024*)

TRUSTEE, Randall Rees (*term 2025*)