

The Harlan Municipal Utilities' Board of Trustees met in regular session, March 25, 2021, 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. Present via Zoom: Gene Gettys, Mike Kolbe, Todd Valline, KSOM, Richard Ranney and JaBell. Present via zoom presentation were: Mike Trotter, Joseph Kellinger, Gary Brons all of McClure and Thad Nanfito of the Iowa Department of Natural Resources.

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

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

Moved by Seivert, seconded by Rees, to approve the consent agenda which included: A) Approve Minutes of the Electronic Board Meeting of March 11, 2021, and the Special Board Meeting of March 18, 2021; B) Abstract of Claims No. 1185 in the amount of \$2,177,736.15 and payment of same; and C) Upcoming Board Meetings of April 8, 2021, (Electronic), and April 22, 2021, (via Zoom for public). A roll call vote was taken as follows: Arentson– Aye; Tyrrel – Aye; Borkowski – Aye; Seivert – Aye; and Rees – Aye. Motion carried unanimously.

Presentation and discussion on Raw Water Improvements. McClure representatives and an IDNR representative gave input. There was also discussion on water supply and conservation measures that might need to go into place. No action was taken.

Moved by Arentson, seconded by Tyrrel, to adjust \$170,400 decrease in transfer out of the water fund to the water bond reserve fund (4 monthly transfers at \$42,600). Budget Amendment. A roll call vote was taken as follows: Arentson– Aye; Tyrrel – Aye; Borkowski – Aye; Seivert – Aye; and Rees – Aye. Motion carried unanimously.

Moved by Seivert, seconded by Arentson, to delist the Water Reserve Funds at Shelby County State Bank CD #1600029154 "Restricted" (in the amount \$277,000 – subject to legal counsel review). A roll call vote was taken as follows: Arentson– Aye; Tyrrel – Aye; Borkowski – Aye; Seivert – Aye; and Rees – Aye. Motion carried unanimously.

Moved by Seivert, seconded by Arentson, to approve and authorize Ken Weber to sign the following agreements in connection with the SPP Attachment X (credit policy) of the Open Access Transmission Tariff: A) Appendix A Credit Application Form; and B) Appendix E Annual Minimum Market Participation Criteria – Risk Management Certification Form. A roll call vote was taken as follows: Arentson– Aye; Tyrrel – Aye; Borkowski – Aye; Seivert – Aye; and Rees – Aye. Motion carried unanimously.

Moved by Tyrrel, seconded by Seivert, to approve and authorize Ken Weber to sign the following agreements in connection with the MISO Minimum Participation Criteria Attachment L - Credit Policy: A) Exhibit IV Annual Certification; and B) Exhibit VIII Annual Disclosure. A roll call vote was taken as follows: Arentson– Aye; Tyrrel – Aye; Borkowski – Aye; Seivert – Aye; and Rees – Aye. Motion carried unanimously.

Moved by Tyrrel, seconded by Rees, to approve the Power Management Services Contract with Tenaska replacing current PS Analytics due to retirement. The Electric Committee reviewed the Request for Proposals (RFP) that were sent to Next Era and Tenaska and the bids received. Bids were received as follows: Next Era in the amount of \$18,500 monthly and Tenaska in the amount of \$12,300 monthly (current price is \$14,010). A roll call vote was taken as follows: Arentson– Aye; Tyrrel – Aye; Borkowski – Aye; Seivert – Aye; and Rees – Aye. Motion carried unanimously.

Discussion was held on the Green City Energy Fund in the amount of \$14,427. Board instructed Ken to look at different projects and get input from those contributing and bring it back to the Board.

Moved by Arentson, seconded by Tyrrel, to approve the CCI Systems Annual Support Digital Content Manager invoice in the amount of \$3,655.28 (Budgeted). A roll call vote was taken as follows: Arentson– Aye; Tyrrel – Aye; Borkowski – Aye; Seivert – Aye; and Rees – Aye. Motion carried unanimously.

Moved by Seivert, seconded by Tyrrel, to approve Resolution No. 40-2021 – to Approve Rates for Cable/TV Internet Services (Changes or Additions). A roll call vote was taken as follows: Arentson– Aye; Tyrrel – Aye; Borkowski – Aye; Seivert – Aye; and Rees – Aye. Motion carried unanimously.

Moved by Tyrrel, seconded by Seivert, to approve Resolution No. 67-2021 – Approving Telephone Service Rates (Changes and/or Additions). A roll call vote was taken as follows: Arentson– Aye; Tyrrel – Aye; Borkowski – Aye; Seivert – Aye; and Rees – Aye. Motion carried unanimously.

Moved by Seivert, seconded by Arentson, to rescind Resolution No. 38 Low-Income Connection Assistance (link-up) and Low-Income Lifeline Assistance. These services and discounts are now in the rate resolutions for each service. A roll call vote was taken as follows: Arentson– Aye; Tyrrel – Aye; Borkowski – Aye; Seivert – Aye; and Rees – Aye. Motion carried unanimously.

Moved by Arentson, seconded by Tyrrel, to approve the IAMU Annual dues invoice in the amount of \$15,040, pending a satisfactory response on the telecommunications dues portion which was questioned by Seivert. A roll call vote was taken as follows: Arentson– Aye; Tyrrel – Aye; Borkowski – Aye; Seivert – Aye; and Rees – Aye. Motion carried unanimously.

Moved by Arentson, seconded by Tyrrel, to approve the Covid 19 Policy Updates which are currently in effect until March 31, 2021.

- A. Continue offering Covid-19 Pay for employees that haven't used it if they are under quarantine recommendations due to signs, exposure or positive test result (extend through April 30, 2021);
- B. Leave Balances going negative 40 hours (extend timeframe through April 30, 2021);
- C. Telecommuting Policy (extend timeframe through April 30, 2021);
- D. Follow IUB's decision to implement shut-offs as normal;
- E. Customer Premises will be entered with guidelines presented by CEO
- F. Allow part-time office employee to work over 25 hours if needed due to Covid Leave used by others (through April 30, 2021).

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

Moved by Tyrrel, seconded by Arentson, the Covid-19 Policy Updates currently in effect until March 31, 2021.

- A. Continue to be open by appointment only through April 30, 2021.
- B. Open to public (normal business hours) with restrictions set by CEO effective May 1, 2021. (Example: 2 customers in lobby at a time to ensure social distancing recommendations in place by CDC, encourage payments in drop box, mandatory to wear a mask upon entry).

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

Information/Discussion only items are as follows: McClure invoices in the amounts of \$1,219.28 for Expert Witness and \$1,700.00 for the Raw Water System Evaluation.

Following the CEO'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, Connie Borkowski (*term 2022*)

VICE-CHAIRPERSON, David Tyrrel (*term 2023*)

TRUSTEE, Randall Rees (*term 2025*)

Nella Seivert (*term 2024*)

TRUSTEE, Terry Arentson (*term 2021*)