

The Harlan Municipal Utilities' Board of Trustees met in regular session, April 22, 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, John Abel, Donald Cote, Troy Schaben, and Matt Hudson (legal counsel).

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

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

Moved by Arentson, seconded by Tyrrel, to approve the consent agenda which included: A) Approve Minutes of the Electronic Board Meeting of April 8, 2021, B) Abstract of Claims No. 1187 in the amount of \$722,063.19 and payment of same; and C) Upcoming Board Meetings of May 13, 2021, (Via Zoom for Public), and May 27, 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.

Moved by Tyrrel, seconded by Seivert, to approve Amendment No. 1 to the Agreement for Engineering Services for Harlan Municipal Utilities Raw Water Improvements Project, Harlan, Iowa, in the amount of \$361,500.00. 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, to approve moving forward with the State Revolving Fund Loan Application process; approval of US Environmental Protection Agency Assurance with Respect to Real Property Acquisition of Title III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 as Amended; and the ACH Disbursement Form for receiving funds. 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 the quote by Cahoy Pump Services for the rehabilitation of three (3) wells in the amount of \$49,800.00. 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 approve Water Policy No. 6, a Conservation Use Policy. 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 MidAmerican Confidentiality Agreement regarding the Louisa Generation Station. A roll call vote was taken as follows: Arentson– Aye; Tyrrel – Aye; Borkowski – Aye; Seivert – Aye; and Rees – Aye. Motion carried unanimously.

Move by Seivert, seconded by Tyrrel, to approve the insurance renewals as recommended by the Insurance Committee. The following policies were approved: Property & Casualty (including the increase of coverage for the 69kv poles from \$50,000.00 to \$500,000.00); Cyber Policies and Workman's Compensation. The health, dental, short-term disability, long term disability, life insurance and voluntary vision were approved with a zero (0) % increase. 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 Elevate Roofing Change Order to add gutters to the substation roof in the amount of \$4,275.00. 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 the Ribbon Network Annual Support Renewal in the amount of \$20,495.00 pending 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 Arentson, seconded by Tyrrel, to approve the fuel bid submitted by Agriland FS for two years. Three bids were received as follows with a discount off of the daily pump price: Agriland FS \$0.141, Farm Service Coop \$0.12; and Taylor Quik Pik \$0.08. 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, to approve Outsourcing of the Utility Billing. Lack of second. Motion failed.

Telecom petition items including the asset appraisal agreement from Equipment Marketers & Appraisers in the amount of \$15,000.00 were tabled until the May meeting due to legal counsel further review and removing confidentiality clauses. This will be a budget amendment.

Moved by Tyrrel, seconded by Arentson, to approve allowing the part-time employee to work over 25 hours a week until the Customer Service Representative – Telecommunications position is filled. 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, to keep the following Covid 19 Policy Updates through April 30, 2021, without any extensions: A) Covid-19 Pay for employees that haven't used it if they are under quarantine recommendations due to signs, exposure or positive test result; B) Leave balances going negative 40 hours; C) Telecommuting Policy; 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. 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 rescind the travel restriction put in place with the Covid-19 Policy. 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 \$3,839.28 for Water System Expert Witness and NPDES Draft Permit is out for public notice posted for comment until April 26, 2021.

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*)