

The Harlan Municipal Utilities' Board of Trustees met in regular session, January 11, 2024, pursuant to the rules and regulations as set forth in the office of the Secretary. The zoom option was available as a convenience for those unable to attend in person. All attendance is on-site unless noted (*Present via Zoom).

Board Present: Doug Hammer, Mike Maass, Michelle Erickson and *Nella Seivert.

Absent: Jim Shelton.

Staff Present: Joseph Rueschenberg, Jennifer Kelly, and Brian Dotzler.

Legal Counsel: None.

Public/Guests: None.

Moved by Hammer, seconded by Maass, to approve the agenda.

Moved by Maass, seconded by Hammer, to approve the consent agenda which included:

- A. Minutes of the December 28, 2023, Board Meeting;
- B. Abstract of Claims No. 1251 in the amount of \$1,066,874.62;
- D. Upcoming Board Meetings
 - *January 25, 2024 – Electronic Board Meeting
 - *February 8, 2024 - Electronic Board Meeting.

Moved by Maass, seconded by Hammer to enter closed session pursuant to Iowa Code section 21.5(1)(a) for Discussion of Marketing and Pricing Strategies for Telecommunications Service to “review or discuss records which are required or authorized by state or federal law to be kept confidential.” Iowa Law authorizes certain city utility records to be kept confidential, including “Trade secrets which are recognized and protected as such by law.” See Iowa Code section 22.7(3). In addition, Iowa Law provides that “Notwithstanding section 21.5, subsection 1, the governing body of a city utility ... may hold a closed session to discuss marketing and pricing strategies or proprietary information if its competitive position would be harmed by public disclosure not required of potential or actual competitors, and if no public purpose would be served by such disclosure.” See Iowa Code section 388.9(1). A roll call vote was taken on the motion as follows: Hammer – Aye; Erickson – Aye; Maass – Aye and Seivert - Aye. Motion carried unanimously. Jenifer Kelly will take minutes of the closed session and closed session was entered at 4:03 pm.

Moved by Seivert, seconded by Hammer, to exit closed session at 4:16 pm. A roll call vote was taken on the motion as follows: Hammer – Aye; Erickson – Aye; Maass – Aye and Seivert - Aye. Motion carried unanimously.

Moved by Hammer, seconded by Maass, to approve the Resolution Approving the Submission of a Bid to Provide Internet Service to Harlan Community Schools through Green Hills Area Education Agency such bid to be contingent upon execution of a contract. A roll call vote was taken on the motion as follows: Hammer – Aye; Erickson – Aye; Maass – Aye and Seivert - Aye. Motion carried unanimously.

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, Michelle Erickson (*term 2028*)

VICE-CHAIRPERSON, Nella Seivert (*term 2024*)

TRUSTEE, James Shelton (*term 2027*)

TRUSTEE, Douglas Hammer (*fill-term 2025*)

TRUSTEE, Michael Maass (*term 2029*)

The Harlan Municipal Utilities' Board of Trustees met in regular session, January 25, 2024, pursuant to the rules and regulations as set forth in the office of the Secretary. The zoom option was available as a convenience for those unable to attend in person. All attendance is on-site unless noted (*Present via Zoom).

Board Present: Doug Hammer, Nella Seivert, and *Michelle Erickson.

Absent: Jim Shelton and Mike Maass.

Staff Present: Joseph Rueschenberg, Jennifer Kelly, Donald Cote and Brian Dotzler.

Legal Counsel: None.

Public/Guests: *Gene Gettys, Al Powers and Todd Valline.

Moved by Hammer, seconded by Erickson, to approve the agenda.

Moved by Hammer, seconded by Erickson, to approve the consent agenda which included:

- A. Minutes of the January 11, 2024, Board Meeting;
- B. Abstract of Claims No. 1252 in the amount of \$839,469.66;
- C. Upcoming Board Meetings
 - *February 8, 2024 - Electronic Board Meeting
 - *February 22, 2024 – Regular Board Meeting.

D. Publish 2023 Wages as follows: Rueschenberg, Joseph P, 119,254.71; Gessert, Dean A, 104,648.45; Gessert, Stephen J. 92,047.36; Warner, Colburn L. 89,573.30; Cote, Donald R, 87,803.64; Swank, David T, 86,440.07; Gedwillo, James R, 85,021.01; Derby, Frank C, 84,914.02; Chadwick-Kelly, Jennifer I, 84,390.90; Holloway, Kenneth r, 75,688.78; Bissen, Kevin J, 75,344.33; Fredericks, Dalton D, 73,916.32; Harrison, Trevor J, 73,337.60; Musich, Kevin M, 71,874.09; Mclaughlin, Debra A. 69,817.81; Rose, Eric D, 69,693.88; Doonan, Troy, 66,277.12; Lasher, Brian L, 59,137.40; Berney, Matthew, 58,716.77; Hively, Todd L, 57,550.23; Burroughs, Patricia K, 55,311.24; Wingert, Paul A, 55,232.33; Towne, Corey, 54,529.34; Miller, Shannon, 53,650.04; Petsche, James E, 47,200.77; North, Jonathan J, 45,008.68; Zornes, Dylan, 41,736.08; Flaherty, Jordan M, 36,699.23; Zimmerman, Curt, 32,723.75; Hagle, Alexis A, 32,245.76; Brown, Lela L, 20,009.56; Gessert, Jessica L, 19,324.17; Correa, Jolynn, 19,170.68; Newcomb, Jordan, 17,840.00; Slater, Christina, 17,298.60; Gaer, Kathy, 17,296.11; Garcia, Genesis, 15,006.07; Jochims, Jacob M, 12,980.00; Dehnke, Jarrett, 7,411.11; Wilwerding, David R, 1,046.95.

Moved by Hammer, seconded by Erickson, to approve the Zeigler-Cat Customer Support Agreement in the amount of \$22,663.42 paid annually for three years ending 04/30/2027. A roll call vote was taken on the motion as follows: Hammer – Aye; Seivert – Aye; and Erickson – Aye. Motion carried unanimously.

Moved by Erickson, seconded by Hammer, to approve the Additional 2 Wells (budgeted) be Acidized in the amount of \$18,275.00. A roll call vote was taken on the motion as follows: Hammer – Aye; Seivert – Aye; and Erickson – Aye. Motion carried unanimously.

Moved by Hammer, seconded by Erickson, to approve the agreement for the New Core Router Configuration with Vantage Point in the approximate amount of \$7,500-\$9,500. A roll call vote was taken on the motion as follows: Hammer – Aye; Seivert – Aye; and Erickson – Aye. Motion carried unanimously.

Moved by Hammer, seconded by Erickson, to approve the Aureon Agreement for Dedicated Internet Access in the amount of \$2,226.00 monthly for 36 months and one-time fee of \$600.00. A roll call vote was taken on the motion as follows: Hammer – Aye; Seivert – Aye; and Erickson – Aye. Motion carried unanimously.

Moved by Erickson, seconded by Hammer, to approve Pay Application No. 1 to Leinen Construction in the amount of \$25,991.24 for the electric office. A roll call vote was taken on the motion as follows: Hammer – Aye; Seivert – Aye; and Erickson – Aye. Motion carried unanimously.

Moved by Erickson, seconded by Hammer, to approve the Harlan Municipal Utilities Raw Water System Improvements Sections 1-4 Payment Application No. 6 in the amount of \$47,406.28. A roll call vote was taken on the motion as follows: Hammer – Aye; Seivert – Aye; and Erickson – Aye. Motion carried unanimously.

Moved by Hammer, seconded by Erickson, to approve General Policy No. 110 – Credit Balances which states that refunds that are \$5.00 or less will be placed in the project share fund. A roll call vote was taken on the motion as follows: Hammer – Aye; Seivert – Aye; and Erickson – Aye. Motion carried unanimously.

Moved by Erickson, seconded by Hammer, to Approve Notice to Bidders and Notice of Public Hearing on Proposed Plans, Specifications, Form of Contract, and Estimate of Cost for the “2023-24 Conversion Project”, for the Harlan Municipal Utilities, and the taking of bids for said improvements. A roll call vote was taken on the motion as follows: Hammer – Aye; Seivert – Aye; and Erickson – Aye. Motion carried unanimously.

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, Michelle Erickson (*term 2028*)

VICE-CHAIRPERSON, Nella Seivert (*term 2024*)

TRUSTEE, James Shelton (*term 2027*)

TRUSTEE, Douglas Hammer (*fill-term 2025*)

TRUSTEE, Michael Maass (*term 2029*)

The Harlan Municipal Utilities' Board of Trustees met in electronic session, February 8, 2024, pursuant to the rules and regulations as set forth in the office of the Secretary to approve Minutes of the January 25, 2023 meeting; Abstract of Claims No. 1253, dated February 8, 2024, in the amount of \$606,565.68 and Upcoming Board Meetings as follows: February 22, 2024 – Regular Board Meeting and March 14, 2024 – Electronic Board Meeting. The board met in electronic session due to the nature of the agenda being only consent agenda items. An electronic roll call vote was taken on the motion as follows: Erickson – Aye; Hammer – Aye; Seivert – Aye; and Shelton – Aye. Maass – abstain due to payment to Fareway. Motion carried unanimously. Absent: None.

These minutes are as recorded by the Secretary and are subject to approval at the next meeting of the Board of Trustees.

CHAIRPERSON, Michelle Erickson (*first term 2028*)

VICE-CHAIRPERSON, Nella Seivert (*last term 2024*)

TRUSTEE, James Shelton (*first term 2027*)

TRUSTEE, Douglas Hammer, (*fill-in term 2025*)

Trustee, Michael Maas (*first term 2029*)

The Harlan Municipal Utilities' Board of Trustees met in regular session, February 22, 2024, pursuant to the rules and regulations as set forth in the office of the Secretary. The zoom option was available as a convenience for those unable to attend in person. All attendance is on-site unless noted (*Present via Zoom).

Board Present: Doug Hammer, Nella Seivert, Michelle Erickson and Mike Maass. *Jim Shelton at 4:37 for information only items.

Absent: None.

Staff Present: Joseph Rueschenberg, Jennifer Kelly, Donald Cote, Colburn Warner and Brian Dotzler.

Legal Counsel: None.

Public/Guests: *Jeanna Rudolph and Todd Valline.

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

Moved by Hammer, seconded by Seivert, to approve the consent agenda which included:

- A. Minutes of the February 8, 2024, Board Meeting;
- B. Abstract of Claims No. 1254 in the amount of \$1,140,485.42;
- C. Upcoming Board Meetings
 - *March 14, 2024 - Electronic Board Meeting
 - *March 28, 2024 – Regular Board Meeting

A roll call vote was taken on the motion as follows: Hammer – Aye; Seivert – Aye; and Erickson – Aye. Maass abstained due to payment to Fareway. Motion carried.

Moved by Maass, seconded by Seivert, to receive and file the 2024-2025 Budget. A roll call vote was taken on the motion as follows: Hammer – Aye; Seivert – Aye; Erickson – Aye and Maass - Aye. Motion carried unanimously.

Moved by Hammer, seconded by Seivert, to approve the Agreement for GIS Services with Shelby County in the amount of \$25,000.00 per year for 3 years. A roll call vote was taken on the motion as follows: Hammer – Aye; Seivert – Aye; Erickson – Aye and Maass - Aye. Motion carried unanimously.

Moved by Seivert, seconded by Maass to approve Resolution No. 31-2024 Updating Depositories. A roll call vote was taken on the motion as follows: Hammer – Aye; Seivert – Aye; Erickson – Aye and Maass - Aye. Motion carried unanimously.

Moved by Seivert, seconded by Hammer, to approve Tax Exemption Certificate for the \$2,644,000 Water Revenue Capital Loan Notes Anticipation Project Note, Series 2024. A roll call vote was taken on the motion as follows: Hammer – Aye; Seivert – Aye; Erickson – Aye and Maass - Aye. Motion carried unanimously.

Moved by Maass, seconded by Seivert, to approve the Resolution Authorizing the Issuance of the \$2,644,000 Water Revenue Capital Loan Notes Anticipation Project Note, Series 2024. A roll call vote was taken on the motion as follows: Hammer – Aye; Seivert – Aye; Erickson – Aye and Maass - Aye. Motion carried unanimously.

Moved by Hamer, seconded by Maass, to approve Harlan Municipal Utilities Raw Water System Improvements Sections 1-4 Payment Application No. 7 in the amount of \$71,940.51. A roll call vote was taken on the motion as follows: Hammer – Aye; Seivert – Aye; Erickson – Aye and Maass - Aye. Motion carried unanimously.

Moved by Seivert, seconded by Maass, to approve Harlan Municipal Utilities Raw Water System Improvements Sections 1-4 Change Order No. 5 in the amount of \$52,262.15 A roll call vote was taken on the motion as follows: Hammer – Aye; Seivert – Aye; Erickson – Aye and Maass - Aye. Motion carried unanimously.

Moved by Hammer, seconded by Erikson, to approve the Zeigler-Cat Customer Support Agreement in the amount of \$4,190.17 paid annually for three years ending 04/30/2027 (Model D333A) A roll call vote was taken on the motion as follows: Hammer – Aye; Seivert – Aye; Erickson – Aye and Maass - Aye. Motion carried unanimously.

Moved by Seivert, seconded by Hammer to approve Pay Application No. 2 to Leinen Construction in the amount of \$15,239.36 for the electric office. A roll call vote was taken on the motion as follows: Hammer – Aye; Seivert – Aye; Erickson – Aye and Maass - Aye. Motion carried unanimously.

Moved by Hammer, seconded by Seivert, to approve Murphy Tower Contract for Maintenance & Inspection in the amount of \$2,750.00. A roll call vote was taken on the motion as follows: Hammer – Aye; Seivert – Aye; Erickson – Aye and Maass - Aye. Motion carried unanimously.

Moved by Seivert, seconded by Hammer, to approve NRTC Email Hosting Proposal and Authorizing Joseph P. Rueschenberg to sign electronically. A roll call vote was taken on the motion as follows: Hammer – Aye; Seivert – Aye; Erickson – Aye and Maass - Aye. Motion carried unanimously.

Moved by Seivert, seconded by Hammer, to approve Resolution No. 40-2024 to Approve Rates for Cable TV/Internet Services (changes and/or additions) A roll call vote was taken on the motion as follows: Hammer – Aye; Seivert – Aye; Erickson – Aye and Maass - Aye. Motion carried unanimously.

Moved by Maass, seconded by Hammer, to approve the Calix Managed Software Contract in the amount of \$13,100 subject to legal counsel review A roll call vote was taken on the motion as follows: Hammer – Aye; Seivert – Aye; Erickson – Aye and Maass - Aye. Motion carried unanimously.

Information Only - Treasurer’s Report for January and Estimate from Advanced Communications for New Security Camera System in the amount of \$4,506.80 (replacing previous approval for system)

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, Michelle Erickson (*term 2028*)

VICE-CHAIRPERSON, Nella Seivert (*term 2024*)

TRUSTEE, James Shelton (*term 2027*)

TRUSTEE, Douglas Hammer (*fill-term 2025*)

TRUSTEE, Michael Maass (*term 2029*)

The Harlan Municipal Utilities’ Board of Trustees met in special session, February 27, 2024, pursuant to the rules and regulations as set forth in the office of the Secretary. The zoom option was available as a convenience for those unable to attend in person. All attendance is on-site unless noted (*Present via Zoom).

Board Present: *Doug Hammer, *Nella Seivert, *Michelle Erickson, *Mike Maass and *Jim Shelton.
Absent: None.

Staff Present: Joseph Rueschenberg, Jennifer Kelly and Brian Dotzler.

Legal Counsel: None.

Public/Guests: None.

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

Moved by Erickson, seconded by Seivert to approve Resolution No. 40-2024 to Approve Rates for Cable TV/Internet Services (changes and/or additions) to correct a scrivener’s error from approval of Resolution at the February 22, 2024 board meeting. A roll call vote was taken on the motion as follows: Hammer – Aye; Seivert – Aye; Erickson – Aye, Maass – Aye, and Shelton - Aye. Motion carried unanimously.

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, Michelle Erickson (*term 2028*)

VICE-CHAIRPERSON, Nella Seivert (*term 2024*)

TRUSTEE, James Shelton (*term 2027*)

TRUSTEE, Douglas Hammer (*fill-term 2025*)

TRUSTEE, Michael Maass (*term 2029*)

The Harlan Municipal Utilities' Board of Trustees met in electronic session, March 14, 2024, pursuant to the rules and regulations as set forth in the office of the Secretary to approve Minutes of the February 22 and 27, 2024, board meeting; Abstract of Claims No. 1255, dated March 14, 2024, in the amount of \$1,230,447.87 and Upcoming Board Meetings as follows: March 28, 2024 – Regular Board Meeting and April 11, 2024 – Electronic Board Meeting. The board met in electronic session due to the nature of the agenda being only consent agenda items. An electronic roll call vote was taken on the motion as follows: Erickson – Aye; Hammer – Aye; Maass – Aye; and Shelton – Aye. Maass – abstain due to payment to Fareway. Motion carried unanimously. Absent: None.

These minutes are as recorded by the Secretary and are subject to approval at the next meeting of the Board of Trustees.

CHAIRPERSON, Michelle Erickson (*first term 2028*)

VICE-CHAIRPERSON, Nella Seivert (*last term 2024*)

TRUSTEE, James Shelton (*first term 2027*)

TRUSTEE, Douglas Hammer, (*fill-in term 2025*)

Trustee, Michael Maas (*first term 2029*)

The Harlan Municipal Utilities' Board of Trustees met in regular session, March 28, 2024, pursuant to the rules and regulations as set forth in the office of the Secretary. The zoom option was available as a convenience for those unable to attend in person. All attendance is on-site unless noted (*Present via Zoom).

Board Present: *Doug Hammer, Michelle Erickson, Mike Maass and Jim Shelton.

Absent: Nella Seivert.

Staff Present: Joseph Rueschenberg, Jennifer Kelly, Donald Cote, Colburn Warner and Brian Dotzler.

Legal Counsel: None.

Public/Guests: Todd Valline, Al Powers and *Jared Kline of P&E Engineering.

Moved by Shelton, seconded by Maass, to approve the agenda.

Moved by Shelton, seconded by Maass, to approve the consent agenda which included:

- A. Minutes of March 14, 2024, Board Meeting;
- B. Abstract of Claims No. 1256 in the amount of \$1,050,171.11;
- C. Upcoming Board Meetings
 - * April 11, 2024 – Electronic Board Meeting
 - * April 25, 2024 – Regular Board Meeting
- D. Treasurer's Report for February (receive and file).

A roll call vote was taken on the motion as follows: Shelton – Aye; Maas – Aye; Erickson – Aye and Hammer – Aye. Motion carried unanimously.

Moved by Shelton, seconded by Maass, to approve the FY2023-2024 Budget Amendments as presented. A roll call vote was taken on the motion as follows: Shelton – Aye; Maas – Aye; Erickson – Aye and Hammer – Aye. Motion carried unanimously.

Moved by Shelton, seconded by Maass, to approve the Harlan Municipal Utilities Raw Water System Improvements Sections 1-4 Payment Application No. 8 in the amount of \$335,125.02. A roll call vote was taken on the motion as follows: Shelton – Aye; Maas – Aye; Erickson – Aye and Hammer – Aye. Motion carried unanimously.

Moved by Shelton, seconded by Maass, to approve Test Boring for Additional Deep Well in the net amount of \$42,680.00. *(This will be pending legal real estate agreement between parties and board authoring Joseph Rueschenberg to sign agreement).* A roll call vote was taken on the motion as follows: Shelton – Aye; Maas – Aye; Erickson – Aye and Hammer – Aye. Motion carried unanimously.

Moved by Maass, seconded by Shelton, to replacing the lights and receptacles, in Wells as listed on Proposal from McCarthy Trenching in the amount of \$15,140.50. A roll call vote was taken on the motion as follows: Shelton – Aye; Maas – Aye; Erickson – Aye and Hammer – Aye. Motion carried unanimously.

Moved by Maass, seconded by Shelton, to approve the Quote to Replace Garage Door for Water Plant from DH Pace in the amount of \$3,817.00 plus tax A roll call vote was taken on the motion as follows: Shelton – Aye; Maas – Aye; Erickson – Aye and Hammer – Aye. Motion carried unanimously.

Moved by Maass, seconded by Shelton, to approve the Calix Support Renewal in the amount of \$31,485.00 for three years ending 03/29/2027 A roll call vote was taken on the motion as follows: Shelton – Aye; Maas – Aye; Erickson – Aye and Hammer – Aye. Motion carried unanimously.

Moved by Shelton, seconded by Maass, to approve SPP Attachment X (Credit Policy) of the Open Access Transmission Tariff and authorize Joseph P. Rueschenberg to sign which includes Appendix A Credit Application Form and Appendix E Annual Minimum Market Participation Criteria – Risk Management Certification Form. A roll call vote was taken on the motion as follows: Shelton – Aye; Maas – Aye; Erickson – Aye and Hammer – Aye. Motion carried unanimously.

Moved by Shelton, seconded by Maass, to receive and file minutes from the Insurance Committee meeting and approve recommendation to renew health, dental and short-term disability insurance at 3.10%, 0% and 0%, respectively. A roll call vote was taken on the motion as follows: Shelton – Aye; Maas – Aye; Erickson – Aye and Hammer – Aye. Motion carried unanimously.

Moved by Shelton, seconded by Maass, to receive and file minutes from the Insurance Committee meeting and approve the recommendation to renew property/casualty & workers compensation insurance with EMC through The Agency. A roll call vote was taken on the motion as follows: Shelton – Aye; Maas – Aye; Erickson – Aye and Hammer – Aye. Motion carried unanimously.

Moved by Maass, seconded by Shelton, to approve the Leinen Construction final pay app for the Electric Office for additional open lockers and light fixtures in the amount of \$4,209.18. A roll call vote was taken on the motion as follows: Shelton – Aye; Maas – Aye; Erickson – Aye and Hammer – Aye. Motion carried unanimously.

Chairperson Erickson stated that It is the time and place for the public hearing on accepting the Bids for the “2023-2024 Conversion Project”, for the Harlan Municipal Utilities. She asked if there had been any written objections. There were none. She asked if there were any oral objections. There were none. She stated that the time for receiving written and oral objections was closed.

Moved by Shelton, seconded by Maass, to approve recommendation by AI Powers to accept the low bid from Lightning Foundations Inc, dba LFI in the amount of \$2,356,863.90. There was one other bid from Intren LLC in the amount of \$ 3,493,706.63. A roll call vote was taken on the motion as follows: Shelton – Aye; Maas – Aye; Erickson – Aye and Hammer – Aye. Motion carried unanimously.

Moved by Shelton, seconded by Maass, to approve the Electric Scada Proposal from NovaTech with the engineering amount of \$99,220.00. (*Installation (approx. \$68,000.00) & Materials (approx. \$60,860.00) which will be sent out for competitive quotations in May*). A roll call vote was taken on the motion as follows: Shelton – Aye; Maas – Aye; Erickson – Aye and Hammer – Aye. Motion carried unanimously.

Moved by Shelton, seconded by Maass, to approve the Engineering Proposal from P&E Engineering for the Scada Project in the approximate amount of \$47,000.00. A roll call vote was taken on the motion as follows: Shelton – Aye; Maas – Aye; Erickson – Aye and Hammer – Aye. Motion carried unanimously. Hammer exited the meeting.

Moved by Shelton, seconded by Maass, to approve the SD Myers Annual Contract for Transformer Inspections in the amount of \$5,371.00. A roll call vote was taken on the motion as follows: Shelton – Aye; Maas – Aye; Erickson – Aye and Hammer – Aye. Motion carried unanimously.

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, Michelle Erickson (*term 2028*)

VICE-CHAIRPERSON, Nella Seivert (*term 2024*)

TRUSTEE, James Shelton (*term 2027*)

TRUSTEE, Douglas Hammer (*fill-term 2025*)

TRUSTEE, Michael Maass (*term 2029*)

The Harlan Municipal Utilities' Board of Trustees met in electronic session, April 11, 2024, pursuant to the rules and regulations as set forth in the office of the Secretary to approve Minutes of September 28, 2023, Board Meeting; Minutes of March 28, 2024, Board Meeting; Abstract of Claims No. 1257 in the amount of \$845,633.21; and Upcoming Board Meetings as follows: April 25, 2024 – Regular Board Meeting; May 9, 2024 – Electronic Board Meeting; and May 25, 2024 – Regular Board Meeting (Note Date Change). The board met in electronic session due to the nature of the agenda being only consent agenda items. An electronic roll call vote was taken on the motion as follows: Erickson – Aye; Hammer – Aye; Maass – Aye; Seivert – Aye; and Shelton – Aye. Maass – abstain from approving the abstract due to payment to Fareway. Motion carried unanimously. Absent: None.

These minutes are as recorded by the Secretary and are subject to approval at the next meeting of the Board of Trustees.

CHAIRPERSON, Michelle Erickson (*first term 2028*)

VICE-CHAIRPERSON, Nella Seivert (*last term 2024*)

TRUSTEE, James Shelton (*first term 2027*)

TRUSTEE, Douglas Hammer, (*fill-in term 2025*)

Trustee, Michael Maas (*first term 2029*)

The Harlan Municipal Utilities' Board of Trustees met in regular session, April 25, 2024, pursuant to the rules and regulations as set forth in the office of the Secretary. The zoom option was available as a convenience for those unable to attend in person. All attendance is on-site unless noted (*Present via Zoom).

Board Present: Doug Hammer, Nella Sievert, and Mike Maass.

Absent: Michelle Erickson and Jim Shelton.

Staff Present: Joseph Rueschenberg, Jennifer Kelly, Donald Cote, Colburn Warner and Brian Dotzler.

Legal Counsel: None.

Public/Guests: Todd Valline.

Moved by Hammer, seconded by Maass, to approve the agenda.

Moved by Maass, seconded by Hammer, to approve the consent agenda which included:

- A. Minutes of April 11, 2024, Board Meeting;
- B. Abstract of Claims No. 1258 in the amount of \$ \$1,813,000.93;
- C. Upcoming Board Meetings
 - * April 25, 2024 – Regular Board Meeting
 - * May 9, 2024 – Electronic Board Meeting
 - * May 22, 2024 – Regular Board Meeting (note date change)
- D. Treasurer's Report for March (receive and file).

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

Moved by Hammer, seconded by Maass, to Accept the Certificate of Insurance, Performance, Payment and Warranty Bond, and Notice to Proceed for the 2023-2024 Overhead to Underground Conversion Project as presented. A roll call vote was taken on the motion as follows: Maas – Aye; Seivert – Aye and Hammer – Aye. Motion carried unanimously.

Moved by Maass, seconded by Hammer to approve the Harlan Municipal Utilities Raw Water System Improvements Sections 1-4 Payment Application No. 9 in the amount of 545,127.87. A roll call vote was taken on the motion as follows: Maas – Aye; Seivert – Aye and Hammer – Aye. Motion carried unanimously.

Moved by Maass, seconded by Hammer, to approve Harlan Municipal Utilities Raw Water System Improvements Sections 1-4 Change Order No. 6 Fiber Deduct in the amount of \$10,250.00. A roll call vote was taken on the motion as follows: Maas – Aye; Seivert – Aye and Hammer – Aye. Motion carried unanimously.

Moved by Hammer, seconded by Maass, to approve MidAmerican Market Services Agreement JOU Confirmation Letter for term of June 1, 2024, through May 31, 2025. A roll call vote was taken on the motion as follows: Maas – Aye; Seivert – Aye and Hammer – Aye. Motion carried unanimously.

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, Michelle Erickson (*term 2028*)

VICE-CHAIRPERSON, Nella Seivert (*term 2024*)

TRUSTEE, James Shelton (*term 2027*)

TRUSTEE, Douglas Hammer (*fill-term 2025*)

TRUSTEE, Michael Maass (*term 2029*)

The Harlan Municipal Utilities' Board of Trustees met in electronic session, May 9, 2024, pursuant to the rules and regulations as set forth in the office of the Secretary to approve Minutes of April 25, 2024, Board Meeting; Abstract of Claims No. 1259 in the amount of \$997,277.30; and Upcoming Board Meetings as follows: May 22, 2024 – Regular Board Meeting (Note Date Change) and June 13, 2024 – Electronic Board Meeting. The board met in electronic session due to the nature of the agenda being only consent agenda items. An electronic roll call vote was taken on the motion as follows: Erickson – Aye; Hammer – Aye; Maass – Aye; Seivert – Aye; and Shelton – Aye. Maass – abstained from approving the abstract due to payment to Fareway. Motion carried unanimously. Absent: None.

These minutes are as recorded by the Secretary and are subject to approval at the next meeting of the Board of Trustees.

CHAIRPERSON, Michelle Erickson (*first term 2028*)

VICE-CHAIRPERSON, Nella Seivert (*last term 2024*)

TRUSTEE, James Shelton (*first term 2027*)

TRUSTEE, Douglas Hammer, (*fill-in term 2025*)

Trustee, Michael Maas (*first term 2029*)

The Harlan Municipal Utilities’ Board of Trustees met in regular session, May 22, 2024, pursuant to the rules and regulations as set forth in the office of the Secretary. The zoom option was available as a convenience for those unable to attend in person. All attendance is on-site unless noted (*Present via Zoom).

Present were Trustees: Nella Seivert, Doug Hammer and Mike Maass.

Absent: Michelle Erickson and James Shelton.

Staff Present: Joe Rueschenberg, Jennifer Kelly, Colburn Warner, Donald Cote and Brian Dotzler.

Legal Counsel: None

Guests: None.

Public: Gene Gettys and Todd Valline.

Vice-Chairperson Seivert. called the meeting to order at 4:04 p.m. in the HMU Boardroom.

Moved by Hammer, seconded by Maass, to approve the agenda.

Vie-Chairperson Seivert stated that this was the time and place for the Annual Public Hearing on the Transmission Formula Rates. Jennifer Kelly verified that there was no one on the conference call. Joe Rueschenberg then gave an update on the Harlan Municipal Utilities formula rate and ATRR 2023-2024 Comparison. He also stated that HMU has abided by all the FERC-approved protocols by updating its ATRR by May 1, posting its 2024 ATRR to the SPP Member Related Postings website and hosting their annual update meeting. This meeting is to review and provide interested parties an opportunity to ask questions.

Joe gave instructions on where to send any further questions if they come up.

Moved by Maass, seconded by Hammer, to close the public hearing/annual update meeting. A roll call vote was taken on the motion as follows: Seivert – Aye, Hammer – Aye; and Maass – Aye. Motion carried.

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, Michelle Erickson *(term 2028)*

VICE-CHAIRPERSON, Nella Seivert *(term 2024)*

TRUSTEE, James Shelton *(term 2027)*

TRUSTEE, Douglas Hammer *(fill-term 2025)*

Trustee, Michael Maass *(term 2029)*

The Harlan Municipal Utilities' Board of Trustees met in regular session, May 22, 2024, pursuant to the rules and regulations as set forth in the office of the Secretary. The zoom option was available as a convenience for those unable to attend in person. All attendance is on-site unless noted (*Present via Zoom).

Board Present: Michelle Erickson, Doug Hammer, Nella Seivert, and Mike Maass.

Absent: Jim Shelton.

Staff Present: Joseph Rueschenberg, Jennifer Kelly, Donald Cote, Colburn Warner and Brian Dotzler.

Legal Counsel: None.

Public/Guests: Gene Gettys and Todd Valline.

Chairperson Erickson called the meeting to order at approximately 4:15 p.m. in the HMU Boardroom. Moved by Seivert, seconded by Hammer, to approve the agenda.

Moved by Hammer, seconded by Seivert, to approve the consent agenda which included:

- A. Minutes of May 9, 2024, Electronic Board Meeting;
- B. Abstract of Claims No. 1260 in the amount of \$ 1,006,678.31;
- C. Upcoming Board Meetings
 - * June 13, 2024 – Electronic Board Meeting (Could be in person);
 - * June 27, 2024 – Regular Board Meeting
- D. Treasurer's Report for April (receive and file).

A roll call vote was taken on the motion as follows: Maas – Aye; Seivert – Aye, Hammer – Aye and Erickson - Aye. Motion carried unanimously.

Moved by Seivert, seconded by Maass, to approve Electric Scada Installation Contract recommendation by P&E Engineering to accept the bid received by Harold K. Scholz Co. in the amount of \$149,500.00 (Installation estimate was \$68,000.00 & Materials \$60,860.00= \$128,000.00). A roll call vote was taken on the motion as follows: Maass – Aye; Seivert – Aye, Hammer – Aye and Erickson - Aye. Motion carried unanimously.

Moved by Hammer, seconded by Seivert, to approve Harlan Municipal Utilities Raw Water System Improvements Sections 1-4 Payment Application No. 10 in the amount of \$249,183.36. A roll call vote was taken on the motion as follows: Maass – Aye; Seivert – Aye, Hammer – Aye and Erickson - Aye. Motion carried unanimously.

Moved by Seivert, seconded by Maass, to approve Resolution No. 26-2024 A Resolution to Modify the Water Rates for Harlan Municipal Utilities. A roll call vote was taken on the motion as follows: Maass – Aye; Seivert – Aye, Hammer – Aye and Erickson - Aye. Motion carried unanimously.

Moved by Hammer, seconded by Maass, to approve General Policy No. 18 (Bad Debt Collections). The change was made to extend the filing for collections from thirty (30) days to sixty (60) days. The City of Harlan will now do their own collections for sewer and landfill after the sixty (60) day stale date. A roll call vote was taken on the motion as follows: Maass – Aye; Seivert – Aye, Hammer – Aye and Erickson - Aye. Motion carried unanimously.

Moved by Seivert, seconded by Hammer, to approve the Cisco Router Support Annual Contract in the amount of \$4,748.92. A roll call vote was taken on the motion as follows: Maass – Aye; Seivert – Aye, Hammer – Aye and Erickson - Aye. Motion carried unanimously.

CEO's Report included that Nella Seivert has resigned her position on the Board of Trustees effective May 22, 2024, due to moving out of the service area.

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, Michelle Erickson (*term 2028*)

~~VICE-CHAIRPERSON; --Nella-- Seivert~~ (*fill term 2024*) Allen Ickes

TRUSTEE, James Shelton (*term 2027*)

TRUSTEE, Douglas Hammer (*fill-term 2025*)

TRUSTEE, Michael Maass (*term 2029*)

The Harlan Municipal Utilities' Board of Trustees met in regular session, June 13, 2024, pursuant to the rules and regulations as set forth in the office of the Secretary. The zoom option was available as a convenience for those unable to attend in person. All attendance is on-site unless noted (*Present via Zoom).

Board Present: Michelle Erickson, Allan Ickes, *Doug Hammer and *Jim Shelton.

Absent: Michael Maass.

Staff Present: Joseph Rueschenberg, Jennifer Kelly, Donald Cote and Colburn Warner.

Legal Counsel: None.

Public/Guests: None.

Chairperson Erickson called the meeting to order at approximately 4:00 p.m. in the HMU Boardroom. Moved by Shelton, seconded by Hammer, to approve the agenda.

Moved by Shelton, seconded by Hammer, to approve the consent agenda which included:

- A. Minutes of the May 22, 2024, Annual Update Meeting and Regular Board Meeting;
- B. Abstract of Claims No. 1261 in the amount of \$1,290,651.42
- C. Upcoming Board Meetings
 - *June 27, 2024 – Regular Board Meeting
 - *July 11, 2024 – Electronic Board Meeting
- D. May Treasurer's Report (Presented at June 27 meeting)
- E. Receive and File City Council Minutes from June 4 Appointing Allan Ickes to HMU Board of Trustees

A roll call vote was taken on the motion as follows: Hammer – Aye, Shelton – Aye; and Erickson - Aye. Motion carried unanimously. Ickes abstained due to not being authorized to approve payments yet.

Moved by Hammer, seconded by Ickes, to approve the Temporary Change of Schedule for HMU Office Hours and Employees through January 2025. A roll call vote was taken on the motion as follows: Hammer – Aye; Shelton – Aye; Ickes – Aye and Erickson - Aye. Motion carried unanimously.

Moved by Ickes, seconded by Hammer, to approve Harlan Municipal Utilities Raw Water System Improvements Sections 1-4 Change Order No. 7 in the amount of \$714,298.06 (contingent upon USDA Approval). A roll call vote was taken on the motion as follows: Hammer – Aye; Shelton – Aye; Ickes – Aye and Erickson - Aye. Motion carried unanimously.

Moved by Shelton, seconded by Hammer to approve the Ribbon Network Phone Switch Support Contract Renewal in the amount of \$21,519.75 pre-tax. A roll call vote was taken on the motion as follows: Hammer – Aye; Shelton – Aye; Ickes – Aye and Erickson - Aye. Motion carried unanimously.

Moved by Hammer, seconded by Shelton, to approve the Electric Scada Installation Contract Documents as follows: A. Certificate of Insurance, B. Performance, Payment and Warranty Bond, C. Notice to Proceed. A roll call vote was taken on the motion as follows: Hammer – Aye; Shelton – Aye; Ickes – Aye and Erickson - Aye. Motion carried unanimously.

Moved by Hammer, seconded by Shelton, to approve the Banking Resolutions as follows: A. Resolution No. 43-2024 (AI) – Machine Signed Signatures; B. Resolution No. 44-2024 (AL) – Corporate Authorization; C. Resolution No. 45 -2024 (AL) – Wire Transfer Authorization; D. General Policy #50 – Bank Signature Authorization adding Allan Ickes. A roll call vote was taken on the motion as follows: Hammer – Aye; Shelton – Aye; Ickes – Aye and Erickson - Aye. Motion carried unanimously.

Moved by Hammer, seconded by Shelton to approve the Committee Assignments for Board of Trustees, Effective June 14, 2024 as follows:

	Mike Maass	Allen Ickes	Doug Hammer	Jim Shelton	Michelle Erickson
Electric, Gas, Water	X	X		Alt	
Telecom/ Customer Service/Marketing	ALT		X		X
Administration/Ins/Ad Hoc		ALT		X	X
Budget/Financial			X	X	ALT

A roll call vote was taken on the motion as follows: Hammer – Aye; Shelton – Aye; Ickes – Aye and Erickson - Aye. Motion carried unanimously.

Moved by Ickes, seconded by Hammer, to approve Jim Shelton as Vice-Chairperson effective June 14, 2024. A roll call vote was taken on the motion as follows: Hammer – Aye; Shelton – Abstain; Ickes – Aye and Erickson - Aye. Motion carried unanimously.

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, Michelle Erickson *(term 2028)*

VICE-CHAIRPERSON, James Shelton *(term 2027)*

TRUSTEE, Douglas Hammer *(fill-term 2025)*

TRUSTEE, Michael Maass *(term 2029)*

TRUSTEE, Allan Ickes *(fill-term 2024)*

The Harlan Municipal Utilities' Board of Trustees met in regular session, June 27, 2024, pursuant to the rules and regulations as set forth in the office of the Secretary. The zoom option was available as a convenience for those unable to attend in person. All attendance is on-site unless noted (*Present via Zoom).

Board Present: Michelle Erickson, Allan Ickes, Doug Hammer, Jim Shelton and Mike Maass.
Absent: None.

Staff Present: Joseph Rueschenberg, Jennifer Kelly, Donald Cote, Colburn Warner and Brian Dotzler.

Legal Counsel: None.

Public/Guests: Todd Valline.

Chairperson Erickson called the meeting to order at approximately 4:00 p.m. in the HMU Boardroom. Moved by Hammer, seconded by Ickes, to approve the agenda.

Moved by Shelton, seconded by Hammer, to approve the consent agenda which included:

- A. Minutes of the June 13, 2024, Regular Board Meeting;
- B. Abstract of Claims No. 1262 in the amount of \$561,848.15
- C. Upcoming Board Meetings
 - *July 11, 2024 – Electronic Board Meeting
 - *July 25, 2024 – Regular Board Meeting
- D. May Treasurer's Report
- E. Free Services for the City of Harlan FY 2023-2024
 - Christmas Lights - \$3,294.00
 - Other Free Services - \$3,356.70

A roll call vote was taken on the motion as follows: Hammer – Aye, Shelton – Aye; Maass - Aye; Ickes – Aye; and Erickson - Aye. Motion carried unanimously.

Moved by Maass, seconded by Hammer, to approve the Resolution Honoring the Service of Nella Seivert to the Harlan Municipal Utilities Board of Trustees. A roll call vote was taken on the motion as follows: Hammer – Aye, Shelton – Aye; Maass - Aye; Ickes – Aye; and Erickson - Aye. Motion carried unanimously.

Moved by Ickes, seconded by Hammer to approve the Recommendation from AI Powers of P&E Engineering for Change Order No. 1 for the 2023-2024 Overhead to Underground Conversion Project in the amount of \$68,029.78. A roll call vote was taken on the motion as follows: Hammer – Aye, Shelton – Aye; Maass - Aye; Ickes – Aye; and Erickson - Aye. Motion carried unanimously.

Moved by Hammer, seconded by Ickes, to approve the Recommendation from AI Powers of P&E Engineering for Pay App No. 1 for the 2023-2024 Overhead to Underground Conversion Project in the amount of \$ 533,291.70. A roll call vote was taken on the motion as follows: Hammer – Aye, Shelton – Aye; Maass - Aye; Ickes – Aye; and Erickson - Aye. Motion carried unanimously.

Shelton moved to table the 405 Chatburn Building Improvements project until a long-term plan for the facilities is presented. No second.

Moved by Hammer, seconded by Ickes, to approve the 405 Chatburn Building Improvements project documents with the estimated cost of \$111,146.70 or alternate cost in the amount of \$163,114.05

- A. Form of Contract
- B. Instructions to Quoters
- C. Quotation Form
- D. Form of Insurance Certificate

A roll call vote was taken on the motion as follows: Hammer – Aye, Shelton – Nay; Maass - Aye; Ickes – Aye; and Erickson - Aye. Motion carried.

Moved by Shelton, seconded by Hammer, to approve the Harlan Municipal Utilities Raw Water System Improvements Sections 1-4 Pay App No. 11 in the amount of \$1,035,327.20. A roll call vote was taken on the motion as follows: Hammer – Aye, Shelton – Aye; Maass - Aye; Ickes – Aye; and Erickson - Aye. Motion carried unanimously.

Moved by Ickes, seconded by Maass, to approve the Schechinger Seed Company Land Swap agreement for a potential well. A roll call vote was taken on the motion as follows: Hammer – Aye, Shelton – Aye; Maass - Aye; Ickes – Aye; and Erickson - Aye. Motion carried unanimously.

Moved by Shelton, seconded by Hammer, to approve the Protex Central Inspection for Fire Alarm and Clean Agent Suppression in the amount of \$2,515.02 and \$3,022.20, respectively. Contracts are for a 3 year period ending February 2027. A roll call vote was taken on the motion as follows: Hammer – Aye, Shelton – Aye; Maass - Aye; Ickes – Aye; and Erickson - Aye. Motion carried unanimously.

Todd Valline of the Shelby County Chamber of Commerce and Industry gave an update.

Following the CEO’s Report exempt session was entered pursuant to Iowa Code Chapter 21.9 Employment Conditions Discussed a meeting of a governmental body to discuss strategy in matters relating to employment conditions of employees of the governmental body who are not covered by a collective bargaining agreement under Chapter 20 (this meeting is exempt from Iowa Code Chapter 21).

Exempt session was exited and it was moved by Ickes, seconded by Maass, to approval of the Resolution 71-2024 to Approve the Staffing Realignment of Harlan Municipal Utilities and directing Joseph Rueschenberg to move forward with posting of position, wage scale as presented and any contracts for services that are needed. A 28E Agreement with any other entities will be brought back to the Board for approval. A roll call vote was taken on the motion as follows: Hammer – Aye, Shelton – Aye; Maass - Aye; Ickes – Aye; and Erickson - Aye. Motion carried unanimously.

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, Michelle Erickson *(term 2028)*

VICE-CHAIRPERSON, James Shelton *(term 2027)*

TRUSTEE, Douglas Hammer *(fill-term 2025)*

TRUSTEE, Michael Maass *(term 2029)*

TRUSTEE, Allan Ickes *(fill-term 2024)*

The Harlan Municipal Utilities' Board of Trustees met in electronic session, July 11, 2024, pursuant to the rules and regulations as set forth in the office of the Secretary to approve Minutes of June 27, 2024, Board Meeting; Abstract of Claims No. 1263 in the amount of \$2,605,577.12; and Upcoming Board Meetings as follows: July 25, 2024 – Regular Board Meeting and August 8, 2024 – Electronic Board Meeting. The board met in electronic session due to the nature of the agenda being only consent agenda items. An electronic roll call vote was taken on the motion as follows: Erickson – Aye; Shelton – Aye; Maass – Aye; Hammer – Aye; and Ickes – Aye. Motion carried unanimously. Absent: None.

These minutes are as recorded by the Secretary and are subject to approval at the next meeting of the Board of Trustees.

CHAIRPERSON, Michelle Erickson (*first term 2028*)

VICE-CHAIRPERSON, James Shelton (*first term 2027*)

TRUSTEE, Douglas Hammer, (*fill-in term 2025*)

TRUSTEE, Michael Maas (*first term 2029*)

Trustee, Allen Ickes (*fill-term 2024*)

The Harlan Municipal Utilities' Board of Trustees met in regular session, July 25, 2024, pursuant to the rules and regulations as set forth in the office of the Secretary. The zoom option was available as a convenience for those unable to attend in person. All attendance is on-site unless noted (*Present via Zoom).

Board Present: Michelle Erickson, *Allan Ickes, *Doug Hammer and Mike Maass.

Absent: Jim Shelton. Shelton called in at 4:14 pm.

Staff Present: Joseph Rueschenberg, Jennifer Kelly, Donald Cote, Colburn Warner and Brian Dotzler.

Legal Counsel: None.

Public/Guests: Todd Valline and Gene Gettys.

Chairperson Erickson called the meeting to order at approximately 4:00 p.m. in the HMU Boardroom. Moved by Ickes, seconded by Maass, to approve the agenda.

Moved by Ickes, seconded by Hammer, to approve the consent agenda which included:

- A. Minutes of the July 11, 2024, Electronic Board Meeting;
- B. Abstract of Claims No. 1264 in the amount of \$661,098.95;
- C. Upcoming Board Meetings
 - *August 8, 2024 – Electronic Board Meeting
 - *August 22, 2024 – Regular Board Meeting
- D. June Treasurer's Report
- E. Free Services for the City of Harlan FY 2024-2025
 - Christmas Lights - \$0.00
 - Other Free Services - \$0.00
 - Street Lights - \$1,375.16

A roll call vote was taken on the motion as follows: Hammer – Aye, Maass - Aye; Ickes – Aye; and Erickson - Aye. Motion carried unanimously. Maass abstained from approving Item B due to a payment to Fareway.

Electric Policy No. 9 was reviewed and it was moved by Hammer, seconded by Maass, to keep the lease as is with no changes per recommendation of CEO. A roll call vote was taken on the motion as follows: Hammer – Aye, Maass - Aye; Ickes – Aye; and Erickson - Aye. Motion carried unanimously.

Moved by Maass, seconded by Ickes, to approve the Itron Maintenance Renewal in the amount of \$2,941.52 pre-tax for term November 1, 2024 through October 31, 2025. A roll call vote was taken on the motion as follows: Hammer – Aye, Maass - Aye; Ickes – Aye; and Erickson - Aye. Motion carried unanimously.

Moved by Ickes, seconded by Hammer, to approve the recommendation from AI Powers of P&E Engineering for Pay Application No. 2 for the 2023-2024 Overhead to Underground Conversion Project in the amount of \$310,427.63. A roll call vote was taken on the motion as follows: Hammer – Aye, Maass - Aye; Ickes – Aye; and Erickson - Aye. Motion carried unanimously.

Moved by Maass, seconded by Hammer, to approve the recommendation from AI Powers of P&E Engineering for Change Order No. 2 for the 2023-2024 Overhead to Underground Conversion Project in the amount of \$21,506.00 for additional work to Myrtue Medical Center. This will be billed to MMC. A roll call vote was taken on the motion as follows: Hammer – Aye, Maass - Aye; Ickes – Aye; and Erickson - Aye. Motion carried unanimously.

Moved by Maass, seconded by Hammer, to approve the recommendation from AI Powers of P&E Engineering for Change Order No. 3 for the 2023-2024 Overhead to Underground Conversion Project in the amount of \$38,829.00. A roll call vote was taken on the motion as follows: Hammer – Aye, Maass - Aye; Ickes – Aye; and Erickson - Aye. Motion carried unanimously.

Moved by Ickes, seconded by Hammer, to approve the Cahoy Quote to Airburst 2 Additional Wells in the total amount of \$30,280.00. A roll call vote was taken on the motion as follows: Hammer – Aye, Maass - Aye; Ickes – Aye; and Erickson - Aye. Motion carried unanimously.

Moved by Maass, seconded by Hammer, to update General Policy No. 57 – Issuing of Payments/Transfers. A roll call vote was taken on the motion as follows: Hammer – Aye, Maass - Aye; Ickes – Aye; and Erickson - Aye. Motion carried unanimously.

Moved by Hammer, seconded by, Maass, to approve the Audit Engagement Letter with Gronewold, Bell, Kynn & Co PC. A roll call vote was taken on the motion as follows: Hammer – Aye, Maass - Aye; Ickes – Aye; and Erickson - Aye. Motion carried unanimously.

Moved by Hammer, seconded by Ickes, to approve Harlan Municipal Utilities Raw Water System Improvements Sections 1-4 Pay App No. 12 in the amount of \$482,757.58. A roll call vote was taken on the motion as follows: Hammer – Aye, Maass - Aye; Ickes – Aye; and Erickson - Aye. Motion carried unanimously.

Moved by Maass, seconded by Ickes, to approve Resolution No. 101-2024 updating uniform and boot section of the Manual of Benefits and Personnel Policies. A roll call vote was taken on the motion as follows: Hammer – Aye, Maass - Aye; Ickes – Aye; and Erickson - Aye. Motion carried unanimously. Shelton entered the meeting via Zoom.

Information items only presented: McClure payment in the amount of \$23,719.80.

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, Michelle Erickson *(term 2028)*

VICE-CHAIRPERSON, James Shelton *(term 2027)*

TRUSTEE, Douglas Hammer *(fill-term 2025)*

TRUSTEE, Michael Maass *(term 2029)*

TRUSTEE, Allan Ickes *(fill-term 2024)*