

BOARD OF TRUSTEE MINUTES – REGULAR SESSION – March 22, 2021

The Board of Trustees met in regular session at 5:30 p.m. on March 22, 2021, in the City Hall Council Chambers. Chairperson Adam Voigts called the meeting to order and on roll call the following members were present: Lesley Forbush, Deb Richardson, Adam Voigts, Mike Rozga and Lori Smith. Absent: None.

The consent agenda consisting of the following was approved on a motion by Richardson and seconded by Smith. In discussion, Finance/HR Director Chris Longer stated she can send the Board more detailed reports. Question was called for and on voice vote the Chairperson declared the motion carried unanimously.

- Claims list for March 22, 2021.
- Minutes from March 8 and 10, 2021.

Electric Superintendent, Mike Metcalf, stated he received two bids for new pickup trucks and recommends the low bidder. Resolution 2021-007 authorizing the purchase of two 1-ton 4x4 crew cab pickups for the Electric Department was introduced on a motion by Rozga and seconded by Richardson. On roll call, the vote was AYES: Richardson, Voigts, Rozga and Smith. NAYS: None. ABSTAIN: Forbush due to a conflict of interest. Whereupon the Chairperson declared the motion carried with one abstention.

It was moved by Smith and seconded by Rozga to approve Resolution 2021-008 setting public hearings on proposed plans, specifications, form of contract and estimate of costs and letting dates for the Downtown Underground Conversion project. In discussion, Metcalf stated the resolution allows them to go out for bids on the projected and sets the public hearings. The project has some unknowns that may affect cost of the two-three-year project. On roll call, the vote was AYES: Forbush, Richardson, Voigts, Rozga and Smith. NAYS: None. Whereupon the Chairperson declared the motion carried unanimously.

Metcalf reported the Electric Department has a new journeyman; had a transmission pole repaired due to wind damage and crews are staying busy during construction season.

Water Superintendent Lou Elbert stated KM King was the low bidder for the North 8th Street Water Main Improvement Project and came in under the engineer's estimate. Chairperson Voigts opened the public hearing on the plans, specifications, form of contract and estimate of costs on the North 8th Street Water Main Improvements. No public comments were offered.

Richardson moved and Smith seconded to approve Resolution 2021-009 approving the plans, specifications, form of contract and estimate of costs on the North 8th Street Water Main Improvements. On roll call, the vote was AYES: Forbush, Richardson, Voigts, Rozga and Smith. NAYS: None. Whereupon the Chairperson declared the motion carried unanimously.

Resolution 2021-010 awarding contract was introduced on a motion by Rozga and seconded by Smith. On roll call, the vote was AYES: Forbush, Richardson, Voigts, Rozga and Smith. NAYS: None. Whereupon the Chairperson declared the motion carried unanimously.

Elbert reported the Water Department is preparing to perform restoration on areas that had water main breaks.

Kurt Ripperger, Telecommunications Superintendent, reported the department will perform 75 installations in March. A subcontractor is helping to install conduit.

Robert Endriss, Denman and Company, presented the Fiscal Year 20 audit. Highlights of the presentation included: overview of Financial Statements and Internal Control and Findings. He stated there were a number of deficiencies that management has been responsive in correcting and implementing changes. General Manager Chris Des Planques stated FY20 was a year of changes with difficulties, but the company is in a good place with improved operating and reporting to give a more complete picture to the Board. Board Members asked for more details on updating oversight processes and Des Planques provided explanation.

Rozga moved and Richardson seconded to receive and file the FY 20 audit. Question was called for and on voice vote the Chairperson declared the motion carried unanimously.

In combined information items, General Manager Des Planques stated a utility billing forum will be held on March 31st. Board Members discussed with staff various methods to explain utility bills to customers.

Rozga moved at 6:21 pm to enter into closed session in accordance with Iowa Code Section 21.5 (1)(i) to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session. Richardson seconded the motion. On roll call, the vote was AYES: Forbush, Richardson, Voigts, Rozga and Smith. NAYS: None. Whereupon the Chairperson declared the motion carried unanimously.

It was moved by Rozga and seconded by Smith at 7:47 pm to exit closed session. On roll call, the vote was AYES: Richardson, Voigts, Rozga and Forbush. NAYS: None. Whereupon the Chairperson declared the motion carried unanimously.

No action was taken on items discussed in closed session.

Meeting adjourned at 7:47 pm on a motion by Rozga and seconded by Smith.

Adam Voigts, Chairperson

ATTEST:

Jackie Raffety, Deputy City Clerk