

**OFFICIAL PROCEEDINGS OF THE
BOARD OF WATER, ELECTRIC,
AND COMMUNICATIONS TRUSTEES
OF THE CITY OF MUSCATINE, IOWA
NOVEMBER 19, 2020 – 5:30 P.M.**

The Board of Trustees met in regular session by Cisco Webex online conferencing on Tuesday, November 19, 2020, at 5:30 p.m. The meeting was not held in person in order to maintain social distancing and avoid group gatherings due to the ongoing coronavirus pandemic. The Utility is following the guidance provided by the Iowa Public Information Board and the Governor's Orders on how to conduct electronic public meetings. Muscatine Power and Water (MPW) made the meeting via Webex available for members of the public who are interested.

Chairperson Susan Eversmeyer called the meeting to order. Members of the Board were present as follows: Trustees Steven Bradford, Kevin Fields, Tracy McGinnis, Keith Porter, and Susan Eversmeyer.

Also present were Gage Huston, General Manager of MPW; Brenda Christensen, Board Secretary; Charles Potter, Muscatine Journal; Erika Cox, Mike Haskins, Brandy Olson, Mark Roberts, Ryan Streck, and Doug White of MPW. Sandy Stanley, Frantz Silberger, and Freedom Malik-Roberts were present as members of the Muscatine community.

Chairperson Susan Eversmeyer asked if there was anyone in attendance who wished to make any public comments. There were no public comments.

The minutes of the October 27, 2020, regular meeting were presented as previously submitted to all Board members. Trustee Bradford moved, seconded by Trustee Fields, that the October 27, 2020, meeting minutes be approved as submitted. All Trustees voted aye. Motion carried.

The list of expenditures and transactions for October 2020 was presented as previously submitted to all Board members in written form. After review and discussion of the expenditures, Trustee McGinnis moved, seconded by Trustee Bradford, to ratify payments of \$8,167,728.73 for the Electric Utility, \$392,251.12 for the Water Utility, and \$1,480,968.35 for the Communications Utility, for a cumulative total of \$10,040,948.20. All Trustees voted aye. Motion carried.

Mr. Huston introduced the next agenda item to the Board as a recommendation to ratify Contract Change Order (CCO) No. 2 and accept as complete the contract for the Mississippi Drive Corridor Underground Phase I – 69kV Duct Bank Project. Mr. Huston stated this project is a subset of the Mississippi Drive Corridor Underground Project. At the September 2019 Board Meeting, a contract was awarded to Triple B Construction for the 69kV Duct Bank and Conduit Installation on HNI Property Project. At the May 2020 Board Meeting, CCO No. 1 was approved in the amount of \$87,192.25. This CCO No. 2 increases the amount of the contract by \$9,264.65. Work is complete and has been inspected by staff. Management is recommending the Board ratify CCO No. 2 and accept as complete the contract with Triple B Construction for the Mississippi Drive Corridor Underground Phase I – 69kV Duct Bank Project. Trustee Bradford commented this contractor did a very tidy job on this project. After additional discussion and review, the following resolutions were submitted:

RESOLUTION 20-32

WHEREAS, Contract Change Order No. 2 has been prepared to said contract with Triple B Construction for the 69kV Duct Bank and Conduit Installation on HNI Property in the increased total amount of \$9,264.65 and said Contract Change Order has been reviewed by

the Board, and Muscatine Power and Water Management has recommended approval of said Contract Change Order; now therefore,

BE IT RESOLVED, by the Board of Water, Electric, and Communications Trustees that said Contract Change Order No. 2 in the increased total net amount of \$9,264.65 be approved for an amended contract price of \$316,498.90 for the 69kV Duct Bank and Conduit Installation on HNI Property.

Trustee Porter moved, seconded by Trustee Fields, that the said resolution should be passed, approved, and adopted this 19th day of November 2020. On roll call, Trustees Bradford, Porter, Fields, McGinnis, and Eversmeyer voted aye. Voting nay, none. Resolution carried.

RESOLUTION 20-33

WHEREAS, it appears in a written report from Muscatine Power and Water Management that the contract with Triple B Construction, for the 69kV Duct Bank and Conduit Installation on HNI Property in the final amount of \$316,498.90 has been substantially completed in accordance with the project specifications and the recommendation has been made that said contract be accepted by the Board of Water, Electric, and Communications Trustees of the City of Muscatine, Iowa; now therefore,

BE IT RESOLVED, by the Board of Water, Electric, and Communications Trustees of the City of Muscatine, Iowa, that the 69kV Duct Bank and Conduit Installation on HNI Property, furnished under the above-named contract be accepted and approved by the Board; and,

BE IT FURTHER RESOLVED, that five percent (5%) of the contract price be retained for a period of thirty-one (31) days from and after the date of resolution, all in accordance with the provisions of the Code of Iowa.

Trustee McGinnis moved, seconded by Trustee Fields, that the said resolution should be passed, approved, and adopted this 19th day of November 2020. On roll call, Trustees Bradford, Porter, Fields, McGinnis, and Eversmeyer voted aye. Voting nay, none. Resolution carried.

Mr. Huston next introduced the MPW 2021 Strategic Plan for review. He reminded the Board that over the past several months, MPW's Senior Leadership Team completed a comprehensive strategic planning initiative. He continued that the five overarching Strategies identified in the 2021 Strategic Plan will be the guideposts for the Utility's efforts over the next 3-5 years. These Strategies – and the many Objectives supporting those Strategies – will not only ensure MPW maintains its reputation for providing best-in-class reliability at some of the lowest rates in the country, they position MPW to drive development and growth in Muscatine for decades to come. By building on MPW's solid foundation, the 2021 Strategic Plan will achieve our vision of a strong future. Mr. Huston and the Directors reviewed the multiple sections of the strategic plan. Trustee McGinnis moved, seconded by Trustee Porter to approve the 2021 Strategic Plan. All Trustees voted aye. Motion carried.

The next agenda item was approval of the revised 2020 Operating Budgets. Mr. Huston reviewed the only change from what had been presented at the October Board of Trustees meeting was the addition of one revised Project Summary Form that had been overlooked. No comments were received from any of the Board members or the public. Trustee Bradford moved, seconded by Trustee Fields, to approve the 2021 Operating Budgets for the Electric, Water, and Communications Utilities. All Trustees voted aye. Motion carried.

Mr. Huston stated the next agenda item also pertained to the 2020 Operating Budgets; Muscatine Power and Water is required by the Iowa Code to submit a summary of the Operating Budgets to the City Clerk,

who then forwards the budget summary to Muscatine County for submittal to the State of Iowa Auditor. The budget certificate summary was presented as to all Board members and copies of the budget summary were also available for review by the citizens at Muscatine City Hall, Musser Public Library, and at MPW's Administrative/Operations Office before the November Board meeting. The budget public hearing was conducted earlier in the evening. The following resolution was submitted:

RESOLUTION 20-34

BE IT RESOLVED, by the Board of Water, Electric, and Communications Trustees of the City of Muscatine, Iowa that the annual Budget for the calendar year 2021, as set forth in the utility's Budget Estimate Summary and in the detailed budget in support thereof showing the estimated revenue and expenditure for said budget year is adopted, and the Secretary is directed to file the same with the Clerk of the City of Muscatine, Iowa.

Trustee McGinnis moved, seconded by Trustee Fields, that the said resolution should be passed, approved, and adopted this 19th day of November 2020. On roll call, Trustees Bradford, Porter, Fields, McGinnis, and Eversmeyer voted aye. Voting nay, none. Resolution carried.

In the General Manager's Report, Mr. Huston Informed the Board that in September 2020, Muscatine was a runner-up in Tnemec Company's annual Tank of the Year contest. Nearly 300 water tanks were nominated for this year's contest and more than 20,000 votes were cast online from across the U.S. and Canada. Muscatine is proud to be included in this contest and thrilled to be recognized as a runner-up, which gets the Muscatine water tower featured in the Tnemec 2021 Calendar.

Mr. Huston also elaborated on two questions raised at the October Board meeting about the revised Line 106 Project PSF. In response to the first question, he stated Supply Chain Services had reached out to bidders to inquire about contractor availability, with tight availability being a risk for driving up construction costs. Six out of the eight bidders contacted were interested and have capacity to complete the work in MPW's timeframe. This feedback is encouraging as it indicates we should see competitive proposals. The second line of questions related to CIPCO's commitment to the project. Since the October Board meeting, MPW and CIPCO have signed a Memorandum of Understanding (MOU).

The October Financial Operating Statements and Balance Sheets were presented as previously submitted to all Board members in written form. After review and discussion, Trustee Bradford moved, seconded by Trustee Porter, to receive and place on file the October Financial Operating Statements and Balance Sheets for the Water, Electric, and Communications Utilities. All Trustees voted aye. Motion carried.

The Competitive Quotes for Public Improvements Report had nothing listed for the month of October 2020.

The October 2020 Monthly Project Status Report was reviewed by Mr. Huston. Trustee Fields moved, seconded by Trustee McGinnis to receive and place on file the October 2020 Competitive Quotes for Public Improvements Report. All Trustees voted aye. Motion carried.

The October departmental reports were presented, and Ms. Cox provided a Fiber to the Home Project update. After discussion and questions, Trustee Porter moved, seconded by Trustee Bradford to receive and place on file the October Departmental Reports. All Trustees voted aye. Motion carried.

Mr. Huston let the meeting guests know the rest of the meeting would consist of two closed meeting sessions and no action would be taken when the meeting re-convened. Charles Potter, Sandy Stanley, Frantz Silberger, and Freedom Malik-Roberts left the meeting at 6:40 p.m.

Chairperson Eversmeyer stated the Board would be going into Closed Session for the purpose of discussing strategy with legal counsel regarding the Fiber to the Home Project, in accordance Iowa Code

21.5(1)(c). Trustee Porter moved, seconded by Trustee McGinnis, the meeting be closed to the public in accordance with Iowa Code Chapter 21.5(b). On roll call, Trustees Bradford, Porter, Fields, McGinnis, and Eversmeyer voted aye. Voting nay, none. Motion carried.

The meeting was closed to the public at 6:45 p.m.

Trustee Bradford moved, seconded by Trustee Fields, to reconvene the meeting to open session. At 8:00 p.m. the meeting was reconvened to open session.

Mike Haskins left the meeting.

Chairperson Eversmeyer stated the Board would be going into Closed Session for the purpose of discussing strategy regarding the renewal of local broadcast channel contracts. The specifics of the discussion pertain to competitive and confidential information protected under Iowa Code 21.5 (closed meetings) and 388.9 (protecting competitive information). Trustee McGinnis moved, seconded by Trustee Porter, the meeting be closed to the public in accordance with Iowa Code 21.5 and 388.9. On roll call, Trustees Bradford, Porter, Fields, McGinnis, and Eversmeyer voted aye. Voting nay, none. Motion carried.

The meeting was closed to the public at 8:05 p.m.

Trustee Bradford moved, seconded by Trustee Fields, to reconvene the meeting to open session. At 8:40 p.m. the meeting was reconvened to open session.

Chairperson Eversmeyer asked if there were any other items of business. With no other items of business, the meeting was adjourned at 8:40 p.m.

BOARD OF WATER, ELECTRIC, AND
COMMUNICATIONS TRUSTEES OF
THE CITY OF MUSCATINE, IOWA



Brenda Christensen
Board Secretary