

**OFFICIAL PROCEEDINGS OF THE
BOARD OF WATER, ELECTRIC,
AND COMMUNICATIONS TRUSTEES
OF THE CITY OF MUSCATINE, IOWA
APRIL 25, 2023 – 5:33 P.M.**

The Board of Trustees met in regular session at Muscatine Power and Water's Administration/Operations Building, 3205 Cedar Street, Muscatine, Iowa, on Tuesday, April 25, 2023 at 5:33 p.m.

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

Also present were Gage Huston, General Manager of Muscatine Power and Water; Kelly Miller, Board Secretary; Erika Cox, Brandy Olson, Mark Roberts, Ryan Streck, and Doug White of Muscatine Power and Water. Brian Unsen of Eide Bailly joined the meeting virtually. Additional guests were Matt Fowler, Jessica Brackett, Linda Schmarje, Tyler Montes, Brad Simmons, and Luke Ferris.

Ms. Brackett made a public comment.

Trustee McGinnis moved, seconded by Trustee Porter, to approve the March 28, 2023 regular Board meeting minutes. All Trustees present voted aye. Motion carried.

Trustee Porter moved, seconded by Trustee McGinnis, to ratify payments totaling \$8,087,117.65 for the Electric Utility, \$617,829.33 for the Water Utility, and \$1,429,534.52 for the Communications Utility for a cumulative total of \$10,134,481.50. All Trustees present voted aye. Motion carried.

The Board was directed to the Audit Presentation in their Board packet. Mr. Unsen stated the MPW Audit went well and MPW received a "clean" opinion. He continued compliance was tested to State of Iowa Standards and no significant deficiencies were noted. Mr. Unsen thanked the MPW Accounting & Finance Staff and Management who had participated in the Audit for their openness and help during the audit. Mr. Huston thanked Staff for all the work done during the 2022 Audit. Trustee McGinnis moved, seconded by Trustee Porter, to receive and place on file the 2022 MPW Audit. All Trustees present voted aye. Motion carried. Mr. Unsen left the meeting at 5:50 p.m.

The next item on the agenda was the recommendation to continue engagement of Eide Bailly LLP for the Electric, Water, and Communications 2023 Audit. Trustee McGinnis moved, seconded by Trustee Porter, to continue engagement of Eide Bailly LLP for the 2023 MPW Electric, Water, and Communications Utilities audit. All Trustees present voted aye.

Mr. Huston introduced a recommendation to approve award of contract for the Unit 9 FGD Lower Roof Overlay Project (1E-GN230436) and Miscellaneous 7, 8, and 8A Roof Section Repairs. Mr. Huston stated that the low bidder, T & K Roofing, has completed six roof projects for MPW in the last six years and has performed satisfactory work each time. Management reviewed and evaluated bids and recommend the award of contract be made to low bidder, T & K Roofing, of Ely, Iowa. After additional discussion, the following resolution was submitted:

RESOLUTION 23-14

WHEREAS, it appears in a written report from Muscatine Power and Water Management that the bid for the U9 FGD Lower Roof Overlay Project (1E-GN230436) and Miscellaneous

7, 8, and 8A Roof Section Repairs as submitted by T & K Roofing, Inc., of Ely, Iowa, for a total price of \$185,200 was the best and lowest bid received; now therefore,

BE IT RESOLVED, by the Board of Water, Electric, and Communications Trustees of the City of Muscatine, Iowa, that the proposal from T & K Roofing, Inc., of Ely, Iowa, for a total price of \$185,200 for the U9 FGD Lower Roof Overlay Project (1E-GN230436) and Miscellaneous 7, 8, and 8A Roof Section Repairs Project was hereby accepted and submitted; and,

BE IT FURTHER RESOLVED, that the General Manager and Secretary of the Board were hereby authorized, empowered, and directed to execute a contract in the sum approved by the Board of Water, Electric, and Communications Trustees.

Trustee Porter moved, seconded by Trustee McGinnis, that said resolution should be passed, approved, and adopted on this 25th day of April 2023. Trustees present on roll call Trustees McGinnis, Porter, and Fields voted aye. Voting nay, none. Resolution carried.

Mr. Huston introduced a recommendation to Set Dates for Receipt of Bids/Conduct a Public Hearing for the West Substation Utility Building Project (1C-OP230555). The scope of this project involves construction of a storage building located at 2390 200th Street, Muscatine, Iowa. This building will provide additional storage capacity for equipment and materials only used on a periodic basis, will move some items currently stored at the generation site to a location out of the flood plain, and will provide replacement storage for items currently located at the Pine St. building that is slated for demolition.

Management recommends Board approval for issuing of plans and specifications for performing this work, and that dates and times be established for a Competitive Bid as follows:

Receipt of Bids:	June 1, 2023, at 3:00 PM
Public Hearing:	June 27, 2023, at 5:26 PM
Recommendation for Award:	June 27, 2023, at 5:30 PM

After additional discussion, the following resolution was submitted:

RESOLUTION 23-15

WHEREAS, plans and specifications have been prepared for the West Substation Utility Building Project and,

WHEREAS, said proposed plans and specifications and proposed form of contract are now on file with the Secretary of the Board and the Board finds the same are in substantial conformity with the requirements necessary to carry out said plans; now therefore, the West Substation Utility Building Project is tentatively approved; and,

BE IT RESOLVED, that the date of June 1, 2023 at 3:00 p.m., is hereby set for receipt of bids on the West Substation Utility Building Project at which time the Board's duly appointed representatives are hereby authorized, empowered and directed to receive, open and read aloud all sealed bids, and receive and record all oral bids, and keep a written record of said proceedings and notice of receipt of bids to bidders is published not less than thirteen (13) days nor more than forty-five (45) days prior to said date for receipt of bids all as required by the Code of Iowa; and,

BE IT FURTHER RESOLVED, that the hearing on said plans and specifications and proposed form of contract as provided by statute, be held at the office of the Board of Water, Electric, and Communications Trustees of the City of Muscatine, Iowa on

June 27, 2023 at 5:26 p.m., and notice of public hearing to bidders be published not less than four (4) days nor more than twenty (20) days prior to said hearing all as required by the code of Iowa.

Trustee Porter moved, seconded by Trustee McGinnis, that said resolution be passed, approved, and adopted this 25th day of April 2023. Trustees present on roll call Trustees McGinnis, Porter, and Fields voted aye. Voting nay, none. Resolution carried.

Mr. Huston next introduced a recommendation to Set Dates for Receipt of Bids/Conduct a Public Hearing for the West Hill Water Dept Storage Building Project (2C-WD230289). The scope of this project involves construction of a storage building for the Water department and will be located at 120 Kindler Ave, Muscatine, Iowa. This building will provide additional storage capacity as well as an offsite location to store lesser used vehicles and trailers.

Management recommends Board approval for issuing of plans and specifications for performing this work, and that dates and times be established for a Competitive Bid as follows:

Receipt of Bids:	June 1, 2023, at 3:00 PM
Public Hearing:	June 27, 2023, at 5:28 PM
Recommendation for Award:	June 27, 2023, at 5:30 PM

After additional discussion, the following resolution was submitted:

RESOLUTION 23-16

WHEREAS, plans and specifications have been prepared for the West Hill Water Dept Storage Building Project; and,

WHEREAS, said proposed plans and specifications and proposed form of contract are now on file with the Secretary of the Board and the Board finds the same are in substantial conformity with the requirements necessary to carry out said plans; now therefore, the West Hill Water Dept Storage Building Project is tentatively approved; and,

BE IT RESOLVED, that the date of June 1, 2023 at 3:00 p.m., is hereby set for receipt of bids on the West Hill Water Dept Storage Building Project at which time the Board's duly appointed representatives are hereby authorized, empowered and directed to receive, open and read aloud all sealed bids, and receive and record all oral bids, and keep a written record of said proceedings and notice of receipt of bids to bidders is published not less than thirteen (13) days nor more than forty-five (45) days prior to said date for receipt of bids all as required by the Code of Iowa; and,

BE IT FURTHER RESOLVED, that the hearing on said plans and specifications and proposed form of contract as provided by statute, be held at the office of the Board of Water, Electric, and Communications Trustees of the City of Muscatine, Iowa on June 27, 2023 at 5:28 p.m., and notice of public hearing to bidders be published not less than four (4) days nor more than twenty (20) days prior to said hearing all as required by the code of Iowa.

Trustee McGinnis moved, seconded by Trustee Porter, that said resolution be passed, approved, and adopted this 25th day of April 2023. Trustees present on roll call Trustees McGinnis, Porter, and Fields voted aye. Voting nay, none. Resolution carried.

In the General Manager's report, Mr. Huston shared the potential of business expansion with a cryptocurrency mining business in Muscatine. Mr. Huston also reported that MPW will be hosting two events in May, the Get Smart...Hub Night where customers can engage with staff on the SmartHub mobile app to learn features and set up options. Mr. Huston also mentioned the NOFA 6 groundbreaking event celebrating the expansion of MPW's communication services to unserved rural areas.

The March Financial Operating Statements and Balance Sheets were presented as previously submitted to all Board members. Mr. Roberts reviewed the MPW dashboard and the March Financial Results Summary for each Utility. He also reviewed the Quarterly Investment Report.

There were no entries on the Competitive Quotes for Public Improvements Report.

Mr. Huston reviewed the Project Status Report and Variance Analysis.

The 2023 1Q Strategic Plan Update and Key Performance Indicators for the Electric, Water and Communications Utilities were reviewed.

Mr. Huston provided a high-level review of the March Departmental Reports.

Trustee Porter moved, seconded by Trustee McGinnis to receive, and place on file the April 2023 Utility Reports. All Trustees present voted aye. Motion carried.

The meeting was adjourned at 7:02 p.m.

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



Kelly Miller
Board Secretary