

**OFFICIAL PROCEEDINGS OF THE  
BOARD OF WATER, ELECTRIC,  
AND COMMUNICATIONS TRUSTEES  
OF THE CITY OF MUSCATINE, IOWA  
JUNE 27, 2023 – 5:30 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, June 27, 2023 at 5:31 p.m.

Chairperson Kevin Fields called the meeting to order. Members of the Board were present as follows: Trustees Susan Eversmeyer, Kevin Fields, Tracy McGinnis and Keith Porter. Trustee Steven Bradford was absent due to previously scheduled travel plans.

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. Additional attendees were Jacob Elliott and Charles Potter.

There were no public comments.

Trustee Porter moved, seconded by Trustee McGinnis to approve the May 30, 2023 Audit/Finance Committee, Public Hearing, and regular Board meeting minutes. All Trustees present voted aye. Motion carried.

Trustee Eversmeyer moved, seconded by Trustee Porter, to ratify payment of \$7,809,026.00 for the Electric Utility, \$654,905.81 for the Water Utility, and \$1,192,807.18 for the Communications Utility for a cumulative total of \$9,656,738.99. All Trustees present voted aye. Motion carried.

Next Mr. Huston advised that bids were electronically sent via ShareFile to 20 potential bidders for the West Substation Utility Building project. The only bid received was opened publicly and read aloud on June 1, at 3:15 PM. No bidders attended the opening. Bids were received based on lump-sum prices for total lump-sum bid. Management recommended that the Board reject the single bid due to the amount being well above the project estimate. Based on feedback from the bidders, they indicated the specifications provided with the RFP did not include the level of detail necessary to provide a confident bid response. The approach to this project, budget and the completeness of the potential bidders list will be evaluated and a new RFP will be sent out at a later date.

**RESOLUTION 23-22**

WHEREAS, one bid was received on June 1, 2023 for the West Substation Utility Building Project; and,

WHEREAS, said bid has been evaluated by Staff and based upon their recommendation, the Board has determined that it would be in the best interest of the Utility if said bid were rejected; now therefore,

BE IT RESOLVED, by the Board of Water, Electric, and Communications Trustees of the City of Muscatine, Iowa, that the bid received on June 1, 2023 for the West Substation Utility Building Project be rejected and the bidder be informed of this action.

Trustee McGinnis moved, seconded by Trustee Eversmeyer, the resolution should be passed, approved, and adopted on this 27<sup>th</sup> day of June 2023. Trustees Eversmeyer, McGinnis, Porter, and Fields voted aye by roll. Voting nay, none. Resolution carried.

Next, Mr. Huston advised that bids were electronically sent via ShareFile to 20 potential bidders for the West Hill Water Department Storage Building project. The only bid received was opened publicly and read aloud on June 1, at 3:00 PM. No bidders attended the opening. Bids were received based on lump-sum prices for total lump-sum bid. Management recommended the Board reject the single bid due to the amount being well above the project estimate. Based on feedback from the bidders, the specifications provided with the RFP did not include the level of detail necessary to provide a confident bid response. The approach to this project, budget and the completeness of the potential bidders list will be evaluated and a new RFP will be sent out at a later date.

### **RESOLUTION 23-23**

WHEREAS, one bid was received on June 1, 2023 for the West Hill Water Department Storage Building Project; and,

WHEREAS, said bid has been evaluated by Staff and based upon their recommendation, the Board has determined that it would be in the best interest of the Utility if said bid were rejected; now therefore,

BE IT RESOLVED, by the Board of Water, Electric, and Communications Trustees of the City of Muscatine, Iowa, that the bid received on June 1, 2023 for the West Hill Water Department Storage Building Project be rejected and the bidder be informed of this action.

Trustee Porter moved, seconded by Trustee McGinnis, the resolution should be passed, approved, and adopted on this 27<sup>th</sup> day of June 2023. Trustees Eversmeyer, McGinnis, Porter, and Fields voted aye by roll. Voting nay, none. Resolution carried.

Mr. Huston introduced a recommendation to approve a revised PSF for the Effluent Limit Guidelines – Unit 9 Bottom Ash System Upgrades Project. At the time, the project was established to make improvements to Unit 9's bottom ash water system to meet the requirements of the 2020 ELG Rule. At the March 2023 Board Meeting, as part of the GM Report, the Board was made aware this project's costs were going to exceed the original PSF amount. The original PSF costs were based on incomplete scope and planning level estimates to modify the existing system to significantly reduce use of service water. Staff continued to review additional work scope and cost estimates needed to address long-term operational and maintenance performance of the bottom ash water system to accurately revise project scope and costs. Additional tasks and costs have been identified that should be completed to achieve and maintain compliance with the ELG Rule for Unit 9's bottom ash system. After additional discussion Trustee Porter moved, seconded by Trustee McGinnis, a motion to approve the revised PSF for Effluent Limit Guidelines – Unit 9 Bottom Ash System Upgrades Project with a total cost of \$1,457,500. All Trustees present voted aye. Motion carried.

Mr. Huston continued that the next agenda item pertained to the Board Policy Manual and the revised manual had been provided to the Board. He stated the manual had been reviewed and updated by Staff and submitted in a "redline/track change mode" for the Board's review and comment. Mr. Huston reviewed revisions to the document, noting no action was being requested

at this time regarding the Board Policy Manual and stated that approval would be requested at the July Board meeting.

Mr. Huston stated the Board of Trustees usually elects new officers at the June meeting for the following year. It was recommended Trustee Porter be elected Chairperson and Trustee McGinnis be elected Vice-Chairperson for the 2023-24 term, beginning July 1, 2023. As part of the process of electing new Board officers, the Board Secretary is also appointed; it was recommended Ms. Miller continue as Board Secretary. Mr. Huston also recommended the following appointments for the 2023/2024 Board Committees:

Audit/Finance – Steven Bradford and Susan Eversmeyer (Committee Chair)

Planning and Operations – Tracy McGinnis and Kevin Fields (Committee Chair)

Personnel & Public Relations – Steven Bradford and Keith Porter (Committee Chair)

Trustee McGinnis moved, seconded by Trustee Eversmeyer, to elect Trustee Porter as Chairperson, Trustee McGinnis be elected Vice-Chairperson, and Ms. Miller be elected as Board Secretary for the 2023-24 term, and receive and place on file the 2023/2024 Board Committee appointments. All Trustees present voted aye. Motion carried.

In the General Managers Report, Ms. Olson reviewed the 2023 State Legislative Wrap Up discussing that the Governor has 30 days to take action on the bills that passed both the House and Senate. Most of the new laws become effective July 1 but a few are effective when signed. Mr. Huston mentioned that members of the MPW Women's Leadership Group sponsored a tent at the Ballet Des Moines event held at the Muscatine Riverfront on June 9. The event was well attended by the community and featured Iowa women in STEM. Ms. Cox mentioned that fiber expansions are still in progress, the Office of the Chief Information Officer issued Notice of Funding Availability (NOFA) #008 for the Empower Rural Broadband Grant Program making funds available for broadband expansion in Iowa. Applications are due August 25, 2023. Next, Mr. Huston gave the board an update regarding EPA proposed rules for PFAS levels.

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

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

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

Mr. Huston provided a high-level review of the May Departmental Reports, and Mr. White provided a Powering the Future status report.

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

The meeting was adjourned at 6:34 p.m.

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

A handwritten signature in cursive script that reads "Kelly Miller". The signature is written in black ink and is positioned above the printed name and title.

Kelly Miller  
Board Secretary