

**OFFICIAL PROCEEDINGS OF THE
BOARD OF WATER, ELECTRIC,
AND COMMUNICATIONS TRUSTEES
OF THE CITY OF MUSCATINE, IOWA
MAY 28, 2019 – 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, May 28, 2019, at 5:30 p.m.

Chairperson Porter called the meeting to order. Members of the Board were present as follows: Trustees Tracy McGinnis, Susan Eversmeyer, Kevin Fields 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; Jerry Gowey, Board Secretary; Charles Potter, Muscatine Journal; Erika Cox, Tim Reed, Brandy Olson, and Brenda Christensen of Muscatine Power and Water.

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

The minutes of the April 30, 2019 regular meeting were presented as previously submitted to all Board members. Trustee McGinnis moved, seconded by Trustee Eversmeyer, that the minutes from the April 30, 2019 regular meeting be approved as submitted. All Trustees present voted aye. Motion carried.

The list of expenditures and transactions for April 2019 was presented and after review and discussion of the expenditures, Trustee Eversmeyer moved, seconded by Trustee Fields, to ratify payment of \$10,705,282.63 for the Electric Utility, \$401,208.32 for the Water Utility, and \$1,531,753.40 for the Communications Utility, for a cumulative total of \$12,638,244.35. All Trustees present voted aye. Motion carried.

The next item on the agenda was a Recommendation to Accept Contract Change Orders No. 1 and No. 2, and Final Acceptance for Grandview Avenue Water Treatment Plant Expansion Project. Mr. Huston told the Board that this project was approved with the 2016 Operating Budget for a total expenditure of \$963,700 to furnish all labor, equipment and tools, materials, and supervision necessary to expand the existing Grandview Avenue Water Treatment Plant. At the February 2018 Board Meeting, a contract was awarded to Calacci Construction Company, Inc. He continued that Contract Change Order (CCO) No. 1 for \$11,469.70 and CCO No. 2 for 19,989.67 were caused by changes in the design to address as-found conditions and make additional improvements to associated facilities. Management recommends proceeding with ratifying the CCO's and accepting as complete the contract with Calacci Construction Company, Inc. for the Grandview Avenue Water Treatment Plant Expansion Project. After discussion and review, the following resolutions were submitted:

RESOLUTION 19-13

WHEREAS, Contract Change Orders No. 1 and No. 2 have been prepared to said contract with Calacci Construction Company, Inc. for the Grandview Avenue Water Treatment Plant Expansion Project in the increased total amount of \$31,459.37 and said Contract Change Orders have been reviewed by the Board, and Muscatine Power and Water Management has recommended approval of said Contract Change Orders; now therefore,

BE IT RESOLVED, by the Board of Water, Electric, and Communications Trustees that said Contract Change Order No. 1 and No. 2 in the increased total net amount of \$31,459.37 be approved for an amended contract price of \$995,159.37 for the Grandview Avenue Water Treatment Plant Expansion Project.

Trustee McGinnis moved, seconded by Trustee Fields, that said resolution be passed, approved, and adopted this 28th day of May 2019. On roll call, Trustees Eversmeyer, Fields, McGinnis and Porter, voted aye. Trustee Bradford was absent. Voting nay, none. Resolution carried.

RESOLUTION 19-14

WHEREAS, it appears in a written report from Muscatine Power and Water Management that the contract with Calacci Construction Company, Inc. for the Grandview Avenue Water Treatment Plant Expansion Project in the final amount of \$995,159.37 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 Grandview Avenue Water Treatment Plant Expansion Project, 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 Fields moved, seconded by Trustee Eversmeyer, that said resolution be passed, approved, and adopted this 28th day of May 2019. On roll call, Trustees Eversmeyer, Fields, McGinnis and Porter, voted aye. Trustee Bradford was absent. Voting nay, none. Resolution carried.

In the General Manager's report, Mr. Huston updated the Board on the new customer portal, MyMPW. This landing page has taken the place of MachLink Central page and allows customers easy access to the most used tools, such as email, bill pay and outage

management; he continued that the overall feedback from customers has been very positive. He also updated the Board on the recent outage due to a severe weather event; he pointed out 171 customers visited the online outage map, launched last fall, and 100 customers reported their outage via the online form, showing how customers want to interact with their Utility is changing. Mr. Huston stated he was proud of the outage response and that Muscatine's reliability can be attributed to good, robust system design; local System Control who monitors and dispatches crews and staff to take customer calls; and a dedicated T&D group, especially line workers, who respond and troubleshoot quickly. Mr. Huston next told the Board that the Management team (executive level and manager level) had completed a yearlong training series, Principals of Leadership Excellence, in April. He felt the entire group benefited from the program, which provided great team building opportunities, and now everyone is able to use the same management principals and terminologies. Mr. Huston also communicated to the Board that trains are still coming in behind schedule at the generation plant due to flooding issues; the generating plant continues to preserve coal for the summer months when usage increases.

The April 2019 Financial Operating Statements and Balance Sheets were presented as previously submitted to all Board members. After review and discussion, Trustee McGinnis moved, seconded by Trustee Eversmeyer, to receive and place on file the April 2019 Financial Operating Statements and Balance Sheets for the Water, Electric, and Communications Utilities. All Trustees present voted aye. Motion carried.

The Competitive Quotes for Public Improvements Report was presented as previously submitted to all Board members in written form. There were no items for approval.

The April 2019 Departmental Reports were presented as previously submitted to all Board members. After discussion, Trustee Fields moved, seconded by Trustee Eversmeyer, to receive and place on file the April 2019 Departmental Reports. All Trustees present voted aye. Motion carried.

Chairperson Porter stated that the Board would be going into Closed Session for the purpose of discussing potential litigation regarding the Fiber to the Home Project in accordance Iowa Code Sections 21.5(b). Trustee Fields moved, seconded by Trustee McGinnis, that the meeting be closed to the public in accordance with Iowa Code Chapter 21.5(b). On roll call, Trustees Eversmeyer, Fields, McGinnis, and Porter voted aye. Trustee Bradford was absent. Voting nay, none. Motion carried.

Mr. Potter left the meeting. The meeting was closed to the public at 5:55 p.m.

Trustee Eversmeyer moved, seconded by Trustee Fields, to reconvene the meeting to open session. At 6:35 p.m. the meeting was reconvened to open session.

Chairperson Porter recommended that the meeting be closed to the public in accordance with Iowa Code Chapter 21.5(1)(i) to review the performance evaluations completed by the General Manager for the Directors and the performance evaluation completed by the Board of Trustees for the General Manager. Trustee Eversmeyer moved, seconded by Trustee McGinnis, that the meeting be closed to the public in accordance with Iowa Code Chapter 21.5(1)(i) as requested in writing by the General Manager and Directors for the purpose of

reviewing management performance. On roll call, Trustees Eversmeyer, Porter, McGinnis, and Fields voted aye. Trustee Bradford was absent. Voting nay, none. Motion carried.

The meeting was closed to the public at 6:40 p.m. All attendees left the meeting except for the General Manager and the Trustees.

At 7:35 p.m. Mr. Huston left the closed session.

Trustee Eversmeyer moved, seconded by Trustee Fields, to reconvene the meeting to open session. At 7:40 p.m. the meeting was reconvened to open session.

Trustee McGinnis moved, seconded by Trustee Eversmeyer, to ratify salary adjustments effective July 1, 2019 as recommended by the General Manager for the Directors and to adjust the salary of the General Manager in accordance with his performance and the Salary Administration Program. All Trustees present voted aye. Motion carried.

The meeting of the Board of Trustees was adjourned at 7:40 p.m.

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



Jerry Gowey
Board Secretary