

Board Minutes  
June 18, 2024

The Board of Trustees met in regular session with Chairperson Keith R. Jones and Trustees Martin L. Brooks, Glennay V. Jundt, and Patrick A. Miller. Caitlin A. Beresford was absent. Staff Present: CEO & General Manager Cady, Administrative Manager Schrage, Facilities & Grounds Director Sekera, and Administrative Assistant Powell. Also present was Kirk Madsen, SilverStone Group.

I. The Chairperson called the meeting to order at 4:30 p.m.

II. Public Comments/Participation.

The Chairperson asked if there were any public comments or participation and there were none.

III. Public Hearing

1. The Chairperson stated this is the time and place for a public hearing and meeting on the release of permanent and perpetual easements granted for utility purposes across two previously vacated north/south alleys and a section of South 23<sup>rd</sup> Street, legally described as being portions of Lot 3, Railroad Addition Replat 1, City of Council Bluffs, Pottawattamie County, Iowa. The Chairperson asked if there were any written protest or comments received. The secretary advised there were no written protests or comments. The Chairperson asked if there was anyone present to speak for or against the release and perpetual easements? Receiving no response, the Chairperson closed the public hearing.

(1) Trustee Miller moved to adopt resolution 06-13-24 on the release of permanent and perpetual easements granted for utility purposes across two previously vacated north/south alleys and a section of South 23<sup>rd</sup> Street, legally described as being portions of Lot 3, Railroad Addition Replat 1, City of Council Bluffs, Pottawattamie County, Iowa. Trustee Jundt seconded the motion. Following discussion, the Chairperson called for a roll call vote. The roll call vote was as follows:

Aye: Trustee Brooks, Trustee Jones, Trustee Jundt and Trustee Miller. The Chairperson announced the resolution duly adopted. A copy of the resolution follows these minutes and by reference is made a part thereof.

(2) The Chairperson stated this is the time and place on the proposed plans, specifications, form of contract and estimated cost for the construction and installation of Rivers Edge Phase 2 Water Main Improvements. The Chairperson asked if there were any written protest or comments received. The secretary advised there were no written protests or comments. The Chairperson asked if there was anyone present to speak for or against the project? Receiving no response, the Chairperson closed the public hearing.

Trustee Brooks moved to adopt resolution 06-14-24 on the proposed plans, specifications, form of contract and estimated cost for the construction and installation of Rivers Edge Phase 2 Water Main Improvements. Trustee Miller seconded the motion. Following discussion, the Chairperson called for a roll call vote. The roll call vote was as follows:

Aye: Trustee Brooks, Trustee Jones, Trustee Jundt and Trustee Miller. The Chairperson announced the resolution duly adopted. A copy of the resolution follows these minutes and by reference is made a part thereof.

IV. Insurance Renewals

Kirk Madsen reviewed the insurance renewals with the Board.

1. Trustee Jundt moved to approve the General Liability, Property, Automobile, Workers Compensation, Public Officials and Cyber Risk Coverage Insurance renewals as recommended by SilverStone Group and Staff. Trustee Brooks seconded the motion. Following discussion, the motion carried unanimously.

V. General Manager's Report

1. Project Status Report.
2. Main Extension Status Report.
3. Operations.
4. 2024 Financials update through May.
5. Human Resources.
6. Insurance Claims.

7. Legislative/Regulatory.
8. Public Relations/Other.

VI. Consent Agenda

1. Approval of the minutes of the May 21, 2024 regular meeting.
2. Claims Register.
3. Monthly Report.

Trustee Brooks motioned, and Trustee Jundt seconded to approve the consent agenda. The motion carried unanimously.

VII. Action Items

1. Trustee Jundt moved to adopt resolution 06-15-24 accepting the work of Compass Utility, L.L.C., and authorizing project closeout in connection with the Eastern Hills Drive Water Main Extension. Trustee Miller seconded the motion. Following discussion, the Chairperson called for a roll call vote. The roll call vote was as follows:

Aye: Trustee Brooks, Trustee Jundt, Trustee Jones, and Trustee Miller. The Chairperson announced the resolution duly adopted. A copy of the resolution follows these minutes and by reference is made a part thereof.

2. Trustee Miller moved to approve Work Order No. 27 with Snyder & Associates, Inc. for Consulting Engineering Services regarding Hillcrest Avenue Reconstruction – Phase 1 Water Main Replacement. Trustee Brooks seconded the motion.

3. Trustee Jundt moved to approve Task Order 24-047 with Hgm Associates, Inc. for Consulting Engineering Services regarding 9<sup>th</sup> Avenue & Indian Creek Bridge Water Main Improvements. Trustee Miller seconded the motion. Following discussion, the motion carried unanimously.

4. Trustee Brooks moved to approve and accept the proposal from McMullen Ford for the purchase of vehicles and equipment. Trustee Jundt seconded the motion. Following discussion, the motion carried unanimously.

5. The Chairperson asked if there were other items to come before the Board.


6. The Board set the date of the next regular meeting as July 16, 2024 at 4:30 p.m.

VIII. There being no further business the Chairperson adjourned the meeting at 5:40 p.m.

  
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Brian T. Cady, CEO & General Manager

  
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Celestine Powell, Recording Secretary

  
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Keith R. Jones, Chairperson

  
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Glennay V. Jundt, Vice Chairperson

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Martin L. Brooks, Trustee

  
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Caitlin A. Beresford, Trustee

  
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Patrick A. Miller, Trustee