

Board Minutes  
December 17, 2024

The Board of Trustees met in regular session with Vice Chairperson Glennay V. Jundt and Trustees Martin L. Brooks, Caitlin A. Beresford and Patrick A. Miller. Keith R. Jones was absent. Staff Present: CEO & General Manager Cady, Administrative Manager Schrage, Purification Manager Parker and Administrative Assistant Powell.

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

II. Public Comments/Participation.

The Vice Chairperson asked if there were any public comments or participation.

III. General Manager's Report

1. Project Status Report.
2. Main Extension Status Report.
3. Operations.
4. 2024 Financials update through November.
5. Human Resources.
6. Insurance Claims.
7. Legislative/Regulatory.
8. Public Relations/Other.

IV. Consent Agenda

1. Approval of the minutes of the November 19, 2024 regular meeting.
2. Claims Register.
3. Monthly Report.

Trustee Beresford motioned and Trustee Miller seconded to approve the consent agenda. The motion carried unanimously.

V. Action Items

1. Trustee Brooks moved to adopt resolution 12-29-24 awarding the contracts for CY 2025 Water Treatment Chemicals. Trustee Beresford seconded the motion. Following discussion, the Vice Chairperson called for a roll call vote. The roll call vote was as follows:

Aye: Trustee Brooks, Trustee Beresford, Trustee Jundt and Trustee Miller. The Vice 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 accept the work of Dixon Construction Company and authorize project closeout in connection with the Benson Street Culvert Replacement Division II: Water Main Improvements. Trustee Brooks seconded the motion. Following discussion, the motion carried unanimously.

3. Trustee Brooks moved to approve and accept the proposal from Huffman Engineering, Inc. to assist HDR in developing Network Control Systems Improvements Design. Trustee Beresford seconded the motion. Following discussion, the motion carried unanimously.

4. Trustee Beresford moved to accept the quote and to authorize purchase of Carbon Activated Carbon from Carbon Activated Corporation. Trustee Miller 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 January 21, 2025 at 4:30 p.m.

The Board recessed the meeting at 5:14 p.m.

VI. Executive Session

1. Trustee Brooks moved to enter closed session pursuant to Section 20.17 and 21.9 of the Code of Iowa to discuss matters relating to the employment conditions of the employees under Chapter 20 of the Code. Trustee Beresford seconded the motion. The Vice Chairperson called for a roll call vote. The roll call vote was as follows:  
Aye: Trustee Brooks, Trustee Beresford, Trustee Jundt and Trustee Miller.

The Board entered into closed session at 5:23 p.m.

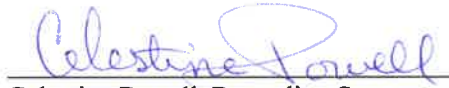
2. Trustee Brooks moved to return to open meeting session. Trustee Miller seconded the motion. Following discussion, the motion carried unanimously.

The Board returned to open meeting session at 6:07 p.m.

3. Trustee Beresford moved to approve the Non-Union Employees Pay Structure and Compensation for the period of January 1, 2025 through December 31, 2025, as presented. Trustee Brooks seconded the motion. Following discussion, the motion carried unanimously.


VII. There being no further business, the Chairperson adjourned the meeting at 6:08 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