

**OFFICIAL PROCEEDINGS OF THE
BOARD OF WATER, ELECTRIC,
AND COMMUNICATIONS TRUSTEES
OF THE CITY OF MUSCATINE, IOWA
APRIL 30, 2024 – 4:00 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 30, 2024 at 4:00 p.m.

Chairperson Keith Porter called the meeting to order. Members of the Board were present as follows: Trustees, Kevin Fields, Tracy McGinnis, and Susan Eversmeyer. 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. Brian Unsen of Eide Bailly joined the meeting virtually. Additional guests were David O'Connor, Greg Slonka, April Luna, Jeremy Spratt, Tammi Drawbaugh, and Jessica Brackett.

No public comment was made.

Trustee Eversmeyer moved, seconded by Trustee Fields, to approve the March 28, 2024 regular Board meeting and Public Hearing minutes. All Trustees present voted aye. Motion carried.

Trustee Eversmeyer moved, seconded by Trustee Fields, to ratify payments totaling \$5,740,171.83 for the Electric Utility, \$561,988.91 for the Water Utility, and \$1,352,489.98 for the Communications Utility for a cumulative total of \$7,654,650.72. 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, unmodified" 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 2023 Audit. Trustee McGinnis moved, seconded by Trustee Fields, to receive and place on file the 2023 MPW Audit. All Trustees present voted aye. Motion carried. Mr. Unsen left the meeting at 4:30 p.m.

The next item on the agenda was the recommendation to continue engagement of Eide Bailly LLP for the Electric, Water, and Communications Utilities 2024 Audit. Trustee Fields moved, seconded by Trustee Eversmeyer, to continue engagement of Eide Bailly LLP for the 2024 MPW Electric, Water, and Communications Utilities audit. All Trustees present voted aye.

Mr. Huston introduced a recommendation to approve a Project Summary Form for WHSSP PH6C Water Main, Hydrant, Valve, Service Replacements Project. Mr. Huston stated that the City of Muscatine will be constructing Phase 6C of the West Hill Sewer Separation Project (WHSSP) in 2024 and 2025. MPW has historically partnered with the City to replace fire hydrants, valves, and service lines to provide increased reliability with cost savings by doing the work at the same time the City is doing sewer separation projects. The majority of MPW work will occur in the Spring and Summer of 2024; it was previously planned to begin in 2025. The urgency of this PSF approval is due to the City's schedule change in early 2024.

After additional discussion, Trustee Eversmeyer moved, seconded by Trustee McGinnis, to approve Project Summary Form for WHSSP PH6C Water Main, Hydrant, Valve, Service Replacements Project for a total cost of \$215,500. All Trustees present voted aye.

Mr. Huston next introduced a recommendation to Ratify an Agreement with Associated Computer Systems, Ltd. for Microsoft 365 Enterprise E5 Software Licenses. Each year Staff evaluates MPW software and support packages seeking to improve efficiency and our security posture. In addition to the normal review, Staff worked to co-term all MPW's various Microsoft licensing for ease of management. After additional discussion, Trustee McGinnis moved, seconded by Trustee Eversmeyer, to approve ratification of the agreement with Associated Computer Systems, Ltd. All Trustees present voted aye.

Next Mr. Huston introduced a recommendation to Accept Contract Change Order and Final Acceptance of a contract related to the 2023 Window Replacement Project (1C-AD230449). At the July 25, 2023, Board Meeting, a contract was awarded to Carl A. Nelson & Company (DBA Nelson Plant Services) for the 2023 AO Window Replacement Project in the amount of \$300,000. Work covered by this contract is complete and has been reviewed by Staff. Contract Change Order No. 1 (CCO 1) increased the contract by \$6,301.10, which is below the 10% threshold and was approved by the General Manager.

Management recommended that the Board ratify Contract Change Order No. 1 and accept as complete the contract with Carl A. Nelson Company (DBA Nelson Plant Services) for the 2023 AO Window Replacement.

After additional discussion, the following resolutions were submitted:

RESOLUTION 24-10

WHEREAS, Contract Change Order No. 1 has been prepared to said contract with Carl A. Nelson Company DBA Nelson Plant Services for the 2023 AO Window Replacement Project in the increased total amount of \$6,301.10 and said Contract Change order has been reviewed by the Board, and Muscatine Power and Water Management has recommended approval of said Contract Change Order; now therefore,

BE IT RESOLVED, the Board of Water, Electric, and Communications Trustees of the City of Muscatine, Iowa, that said Contract Change Order No. 1 in the increased total net amount of \$6,301.10 be approved for an amended contract price of \$306,301.10.

Trustee McGinnis moved, seconded by Trustee Eversmeyer, that said resolution should be passed, approved, and adopted on this 30th day of April 2024. Trustees present on roll call Trustees Fields, Eversmeyer, McGinnis, and Porter voted aye. Voting nay, none. Resolution carried.

RESOLUTION 24-11

WHEREAS, it appears in a written report from Muscatine Power and Water Management that the contract with Carl A. Nelson Company DBA Nelson Plant Services, for the 2023 AO Window Replacement Project in the final amount of \$306,301.10 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, the Board of Water, Electric, and Communications Trustees of the City of Muscatine, Iowa, that the work 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 Eversmeyer moved, seconded by Trustee McGinnis, that said resolution should be passed, approved, and adopted on this 30th day of April 2024. Trustees present on roll call Trustees McGinnis, Eversmeyer, Fields, and Porter voted aye. Voting nay, none. Resolution carried.

In the General Manager's report, Mr. Huston shared that MPW earned the American Public Power Association's Safety Award of Excellence for safe operating practices in 2023. The utility earned the top-level, Diamond award for utilities with 250,000 to 999,999 worker-hours of annual worker exposure. This award was achieved by making safety a core value where safety is everyone's responsibility, with a belief that all accidents are preventable. Mr. Huston also reported that the MISO '24-'25 capacity auction results were reported April 25. This year's results averaged \$19.96 per MW-Day for the four seasons, which is up from last year's outcome of \$9.25 per MW-Day. Mr. Huston also gave an update on per- and polyfluoroalkyl substances (PFAS), and Mr. White gave an update on the Unit 9 Circulating Water Pump.

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 2024 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 Fields moved, seconded by Trustee Eversmeyer to receive and place on file the April 2024 Utility Reports. All Trustees present voted aye. Motion carried.

The meeting was adjourned at 5:16 p.m.

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



Kelly Miller
Board Secretary