

The regular meeting of the Board of Trustees of the Eldridge Electric and Water Utility Board was called to order at 5:00 P.M. on March 20, 2024, at Eldridge City Hall.

Board members present were Paula Steward, Jeff Hamilton, Jim Skadal, and Craig Gehrls via phone. Barb O'Brien was absent. Brock Kroeger was present, seated in the gallery and abstained from all business. Also, present Jacob Rowe and Jody Coffman. Visitors Frank King, Nevada Lemke, Mark Rildofi, Collin Wilson, Tate Olsen, Ryan Iossi, Seth Porter, and Bill Tubbs. Attorneys John Lande and Nichole Proesch from Dickerson, Bradshaw, Fowler & Hagen, P.C. attended via phone.

Public Comment- Brock Kroeger stated that he was present and would abstain from voting.

Motion by Steward, second by Hamilton to approve the agenda. All ayes.

Motion by Steward, second by Hamilton to approve the minutes from February 29, 2024, March 4, 2024, and March 5, 2024. All Ayes.

ADMINISTRATION- Attorney John Lande gave an update of what his law firm was hired to do for the Board of Trustees. After his update it was asked if the Board wanted to go into closed session per Iowa Code 21.5(1)(c) "To discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation." The Board felt they did not need to go into a closed session.

The Board was updated on a few changes to the FY 24-25 Budget. After a discussion Steward made a motion to approve the FY 24-25 Budget, second by Hamilton. All ayes.

There was a discussion too consider retaining Dickerson, Bradshaw, Fowler & Hagen, P.C. to establish policies and procedures for the Board of Trustees and its organization. There was a discussion and Gehrls felt he would like an example of other policies and procedures that the law firm has done before deciding to move forward. Steward made a motion to table retaining Dickerson, Bradshaw, Fowler & Hagen, P.C. to establish policies and procedures for the Board of Trustees and its organization, until they can get an example. Second by Gehrls. All ayes.

A discussion was held to consider hiring Dickerson, Bradshaw, Fowler & Hagen, P.C. to perform an orientation for the Board of Trustees. Gehrls also felt he wanted more information on this before moving forward. Steward made a motion to table hiring Dickerson, Bradshaw, Fowler & Hagen, P.C. to perform an orientation for the Board of Trustees, until they see an example of their work, second by Gehrls. All ayes.

The Board held a discussion to consider hiring Dickerson, Bradshaw, Fowler & Hagen, P.C. to review and revise the Employee Handbooks. After the discussion, Steward made a motion to hire Dickerson, Bradshaw, Fowler & Hagen, P.C. to review and revise the Employee Handbooks, second by Hamilton. All ayes.

FINANCIAL – Motion by Skadal to approve bills payable in the amount of \$146,734.40, second by Hamilton. All ayes.

The Board considered approving a NTE Annual Premium of \$107,000 for General Liability and Workers' Compensation Insurance. Seth Porter was called on to explain why there is a change in the carrier, how the rate is calculated, if an EIN number would help and answer any questions that the Board had. Steward made a motion to approve an annual premium NTE \$107,000, second by Gehrls. All ayes.

Rowe made the Board aware of a clerical error in J. Powell's withholding tax. The Board discussed ways to assist Powell in paying the taxes owed because of this error. Steward made a motion for the General Manager to work with legal counsel to write up a contract, second by Hamilton. All ayes.

ELECTRIC – Rowe gave an update on the PCA. The 2<sup>nd</sup> Quarter PCA will be a credit of \$0.00311. This is the first credit since the first quarter of 2022.

Department update: Bortec did three bores so the crew can correct a violation that was given from IUB.

WATER- The Board was contacted by a resident that had a pipe break during the cold snap in January. He was requesting help with his water portion of his bill. The board discussed the bill. Steward made a motion to table a decision until Billing Clerk Coffman contacts the resident to see if he filed a claim with his insurance company, second by Hamilton. All ayes.

The Board was made aware that J. Powell passed his Grade 1 Water Treatment Operator on March 11, 2024. Having achieved this certification J. Powell is eligible for a 3% pay increase from \$27.45 to \$28.33, effective March 3, 2024. Gehrls made a motion to approve the pay increase, second by Steward. All ayes.

Department update: Well 3 repairs have begun. We are waiting for results on why the motor failed. Bids have been received for the repair.

Motion by Steward to adjourn the meeting at 6:19 P.M., second by Hamilton. All ayes.