

OSAGE MUNICIPAL UTILITIES BOARD OF TRUSTEES MEETING

Regular Meeting
December 15, 2016 3:30 p.m.
OMU Board Room

1) Call Meeting To Order, Roll Call, Recognize Guests

Meeting called to order at 3:32 p.m. by Chairman Tack.

Present: Royce Tack, Jen Frein, Tom Kenny, Kelvin Palsic, Nan Jakobson, Josh Byrnes and Laura Kuennen. Absent: None. Guests: Dennis Fannin, Rhianna Folkerts (IowaBig North), Hannah Mauser (IowaBig North), Emma Williams (IowaBig North), Brenda Dryer (Mitchell County Economic Development Commission), Shelley Parks (Osage Community Daycare).

2) Public forum

None.

3) Communications

None.

4) Consent agenda

a) Approve agenda

A motion (Frein, Jakobson) was made and unanimously passed to approve the December 15, 2016 agenda.

b) Approve minutes of previous meetings – November 17, 2016 and December 1, 2016

c) Approve trade accounts

d) Approve cash flow projections, financial statements, and energy reports

A motion (Kenny, Palsic) was made and unanimously passed to approve the minutes of the November 17, 2016 and December 1, 2016 meetings, trade accounts, cash flow projections, financial statements, and energy reports.

5) Departmental reports

Departmental reports for the general manager/operations departments and office were given.

6) Business items

a) A motion (Jakobson, Palsic) was made and unanimously passed to approve 4th Quarter Bad Debts.

b) A motion (Kenny, Jakobson) was made and unanimously passed to approve the recommended More Cents grant recipients. Mitchell County Emergency Management was awarded \$1,000 for a Tactical Training for Law Enforcement project.

c) A motion (Tack, Frein) was made and unanimously passed to approve the transfer of Green City funds as of 12/31/2016 to cover a portion of the Solar Project costs and to also discontinue the Green City Program effective 1/1/2017.

d) A motion (Kenny, Jakobson) was made and unanimously passed to appoint Jen Frein as the OMU Board of Trustees Chairperson for 2017.

e) A motion (Jakobson, Kenny) was made and passed to reappoint Beverly Schuler as OMU Treasurer for 2017 and establish compensation level. Palsic abstained from the motion due to conflict of interest.

- f) A motion (Kenny, Jakobson) was made and unanimously passed to set 2017 management compensation levels for Josh Byrnes (General Manager), Jane Michels (Human Resources/Office Manager) and Laura Kuennen (Accounting/Finance Director).
- g) A motion (Palsic, Frein) was made and unanimously passed to adjust department labor and equipment charges for services performed within and outside of OMU's service territory effective January 1, 2017.

7) Other business

- a) General Manager Byrnes presented the Board with a first draft of revised operating procedures for compliance with Customer Proprietary Network Information (CPNI) Rules. Further reviews and refinement will take place, with a final document to be presented for Board approval in early 2017.
- b) General Manager Byrnes presented the Board with a first draft of a revised OMU Identify Theft Program, including Red Flags procedures. Further reviews and refinement will take place, with a final document to be presented for Board approval in early 2017.
- c) General Manager Byrnes shared the CRC update with the Board.
- d) Brenda Dryer, Director of the Mitchell County Economic Development Commission, and Shelley Parks, Director of the Osage Community Daycare, shared information with the Board on the new community daycare facility construction project, fundraising efforts and potential project financing that will be needed to support the project.
- e) IowaBig North students, Rhianna Folkerts, Hannah Mauser and Emma Williams gave a presentation to the Board on their Localitees project.

8) Date of next meeting

The next regular meeting is scheduled for January 19, 2017 at 8:30 a.m.

9) Adjournment

Chairman Tack declared the meeting adjourned at 7:08 p.m.