

INDEPENDENCE TELECOM UTILITY

MINUTES OF BOARD OF TRUSTEES

February 22, 2018

Call to Order: A regular meeting of the Board of Trustees of Independence Telecommunications Utility was called to order at 8:02 a.m. on February 22, 2018 in the administrative office building. Chairman Stephany Harvey presided. Present at the meeting were Trustees Gerald Stelter, Lance Fricke and Becki Davis. Absent: None. Also, present were Kevin Sidles, Linda Kress, Josh Vandenburg, Melissa Hearn, Lans Flickinger, Bonita Davis and Tom Westoff. Votes were unanimous unless indicated otherwise.

Consent Agenda: Inclusive of the minutes of the January 25, 2018 regular meeting; Bills #17981-8030, electronic payments #8802313-2345 and direct deposit advice #9902079-2096; Month end and operations reports were approved with a motion by Fricke, second by Davis.

Business Conducted: 1) A motion by Fricke to amend the agenda to accommodate Public comment section which will occur at the beginning of each meeting, second by Davis. 2) Mayor Davis commented the upcoming City Council meeting will have an agenda item to appoint the fifth Trustee for the Utility board (s). 3) Introduction of WPPI Energy Senior Energy Services Representative Tom Westoff. 4) Kress reported PDCM Pre Renewal Strategy meeting held January 25, 2018 – IAMU safety dividend presented in the amount of \$2,062. 5) Hearn reported first “How To” video ready for review on Friday February 23, 2018; Preparing marketing material for Fiber to Home project. 6) Vandenburg reported **Cable Headend** updates: a) New QAM layout finalized with update rescheduled to April 6, 2018; b) ICAN update to new patch installed for pixilation on USA, History and Discovery; c) HVAC project at 40% completion; **Internet** updates: a) Cisco core router replacement scheduled for May 1, 2018; b) Utilization remains steady; **Construction** updates: a) 288 count fiber ran from Head end to First Ward Park complete; b) Engineering plans for new development by Prairie Hills started; **Help Desk** a) reporting updates; **Phone** updates: a) Firmware update for MTA released February 1, 2018. 7) Vandenburg reported upcoming items: **Internet:** a) DHCP to be moved in-house for Calix deployments; **Cable:** a) Continue HD conversions in anticipation of March 1, 2018 deadline; b) East Buchanan Telephone Coop analog feed to be shutdown March 1, 2018; **Construction:** a) Pole replacement in preparation of new main line fiber to Box 6; **Cable Headend:** a) Finish HVAC project by April 1, 2018. 8) The next regular Board meeting will be Thursday March 29, 2018 at 8:00 a.m.. 9) Davis moved to go into closed session at 8:19 a.m. to discuss competitive information, Iowa Code 22.7(6), second by Fricke. 10) ITU back into regular session at 8:27 a.m.. 11) Moved for adjournment at 8:27 a.m. with a motion by Fricke, second by Davis.

Stephany Harvey, Chairperson

Jerry Stelter, Secretary/Treasurer

Date Approved