

INDEPENDENCE TELECOM UTILITY

MINUTES OF BOARD OF TRUSTEES

November 19, 2020

Call to Order: A regular meeting of the Board of Trustees of Independence Telecommunications Utility was called to order at 10:10 a.m. on November 19, 2020 in the administrative office building. Chairman Stephany Harvey presided via audio/video. Present at the meeting via audio/video were Trustees Gerald Stelter, Lance Fricke, Mike Lenius and Amber Hunt. Absent: None. Also, present were Kevin Sidles, Linda Kress, Josh Vandenburg, Melissa Hearn and Lans Flickinger. Votes were unanimous unless indicated otherwise.

Consent Agenda: Inclusive of the minutes of the October 29, 2020 regular meeting, Bills #19799-9834; electronic payments #8803463-3508 and direct deposit advice #9902712-2738; Minus month end and operations reports, were approved with a motion by Stelter, second by Hunt.

Business Conducted: 1) No public request or comment. 2) Kress reported continue to work on statistical reporting numbers for Telecom services; A penalty is applied if payment is not received by the due date. The Telecom penalty has been updated from a flat \$5.00 fee to a 3% penalty on past due services. 3) Hearn reported with rate change on cable, reworking Services Pricing Guide and Cable TV Channel Guide; Applications and forms are now fillable on ILPT website www.Indytel.com; Independence Chamber of Commerce has cancelled downtown Christmas event- Jingle on Main due to proclamation continuing State Public Health Emergency Declarations. 4) Vandenburg reported **Internet** updates: a) C4 Utilization remains steady; b) Calix Utilization remains steady; **Construction** updates: a) Underground construction complete; b) Working on drops to houses on the NE side; **Outage** updates: a) An outage occurred on Monday November 16, 2020 affecting 92 customers for approximately 3.5 hours due to a frequency issue; **Phone** updates: a) No changes; **Cable TV** updates: a) No changes. 5) Vandenburg reported upcoming items: **Construction:** a) Continue fiber conversions; b) Continue pulling in fiber drops & hanging aerial drops; **Cable TV:** a) No changes; **Internet:** a) No changes; **Phone:** a) Begin SIP trunk conversion of E911 to Bandwidth. 6) Rate change letter discussion. 7) No Old Business. 8) New Business-Management Compensation review, to be held during closed session. 9) The next regular Board meeting will be Thursday December 17, 2020 at 9:00 a.m.. 10) An upcoming meeting has been set for Thursday January 28, 2021 at 9:00 a.m.. 11) Hunt moved to go into closed session at 10:27 a.m. to discuss compensation, Iowa Code 21.5(i) and competitive information, Iowa Code 22.7(6), second by Fricke. 12) ITU back into regular session at 10:41 a.m.. 13) A motion by Hunt to approve Marketing 2021 salary compensation increase of 2.5%, second by Fricke. 14) A motion by Hunt to approve Telecom Manager 2021 salary compensation increase of 9.0%, second by Lenius. 15) DocuSign discussion. 16) Moved for adjournment at 10:42 a.m. with a motion by Hunt, second by Fricke.

Stephany Harvey, Chairperson

Mike Lenius, Secretary/Treasurer

Date Approved