



**NOTICE OF PUBLIC MEETING
SPECIAL MEETING OF THE BOARD OF TRUSTEES**

**Thursday, November 18, 2021 at 4:30 p.m.
1500 West Agency Road, West Burlington, Iowa
West Burlington Board Room**

Join via Zoom link as follows: <http://zoom.us/my/mlash>

Meeting Minutes

1.0 Routine Items

1.1 Call to Order, Roll Call, and Pledge of Allegiance

Board Chair Nabulsi called the meeting to order at 4:31 p.m. Roll call indicated Trustees Heland, Nabulsi, Fife-LaFrenz, Hillyard, and Johnson were present via Zoom teleconference. Also present were President Dr. Michael Ash, Darcy Burdette, Vice President Kevin Carr, Plant Director Ben Lofthus, and Russell Brissey, Klingner & Associates, P.C.

1.2 Adoption of Formal Agenda

Trustee Heland moved to approve the formal agenda. Trustee Hillyard seconded. Board Chair Nabulsi requested that an additional agenda item be added to Consider the Acceptance of Bid Package #1 to acknowledge the donation by Ben Brueck/Four Seasons for the excavation in preparation for the New Practice Track and Soccer Field. Agenda item will be added as 2.11. Motion carried.

2.0 Action Items

2.1 Public Hearing on the Adoption of Plans, Specifications, Form of Contract and Estimate of Costs for the construction of the New Practice Track & Soccer Field

Trustee Heland moved that the public hearing on the Adoption of Plans, Specifications, Form of Contract and Estimate of Cost for the Construction of the New Practice Track and Soccer Field be opened. Trustee Fife-LaFrenz seconded. The motion passed with all trustees recorded as voting aye. Board Chair Nabulsi asked if there were any comments from the public. There were none. Board Chair Nabulsi asked if any written comments had been received. Board Secretary Burdette indicated none had been received. Trustee Hillyard moved that the public hearing on the Adoption of Plans, Specifications, Form of Contract and Estimate of Cost for the Construction of the New Practice Track and Soccer Field be closed. Trustee Fife-LaFrenz seconded the motion. The motion carried with all trustees recorded as voting aye.

2.11 Consider the Acceptance of Bid Package #1

Vice President Carr reported that Ben Brueck/Four Seasons has generously donated his time and equipment for work to prepare for the New Practice Track and Soccer Field at an estimated value of \$225,678. He requests that the Board vote acceptance of this donation. Trustee Heland motioned to accept the donation for work for the New Practice Track & Soccer Field. Motion carried on a 5-0 roll call vote.

2.2 Approval of the Resolution Adopting Plans, Specifications, Form of Contract and Estimate of Costs for the construction of New Practice Track and Field

President Ash referred Trustees to an estimate of the costs for construction of the New Practice

Track and Field, which were reviewed at the October 25, 2021, Board meeting. Two bids were received on November 16, 2021, for the New Practice Track and Soccer Field. The low bid for the project was submitted by Four Seasons Excavation, Inc. of West Burlington, Iowa for Bid Package #2 and #3 for \$134,382. This came in \$45,198 below the estimated budget of \$179,580.

At this time, Klingner & Associates recommends that we reject Bid Package #4. The bid was significantly over the estimate of probable cost due to increased material costs and freight costs associated with getting the material here. Klingner proposes to re-bid Bid Package #4 with different options for the track surface.

Trustee Hillyard motioned to approve the Resolution as presented accepting Bid Package #2 and #3 and rejecting Bid Package #4 . Trustee Heland seconded. Motion carried on a 5-0 roll call vote.

2.3 Consideration of Construction Bids and Resolution Making Award of Construction Contract of the New Practice Track and Soccer Field

Vice President Carr recommended award of the construction contract to Four Seasons Excavation, Inc. in the amount of \$134,382 for Bid Package #2 and Bid Package #3 for the Construction of the New Practice Track and Soccer Field.

Trustee Heland motioned to approve; Trustee Hillyard seconded. Motion carried on a 5-0 roll call vote.

2.4 Approval of Resolution Accepting the Residence Life Loop Road

Vice President Carr briefly reviewed the details of the Residence Life Loop Road project. The project was paid for by an Iowa Department of Transportation Grant. He is requesting the Board approve the Certificate of Completion and Final Acceptance of the Loop Road. Trustee Heland moved to approve Resolution Accepting the Residence Life Loop Road. Trustee Hillyard seconded. Motion carried on a 5-0 roll call vote.

3.0 Adjournment

It was moved by Trustee Hillyard and seconded by Trustee Heland to adjourn the meeting. Motion carried.

The meeting adjourned at 4:47 p.m.

These minutes have been approved by the Board of Trustees and this is certified to be a true copy.



Darcy Burdette, Board Secretary