

OSKALOOSA WATER BOARD
REGULAR MEETING
11/13/12

Members Present:

Errin Keltner
Pete Settimi
Joe Ryan

Others Present:

Chad Coon
Sheryl Tomlinson
Jason Van Zetten
Scottie Moore
Tom Walling
Mike Schrock

A motion was made by Pete Settimi and 2nd by Errin Keltner to approve the agenda as presented. The motion carried with all members voting yes.

Minutes of the 10/15/12 regular meeting were read. A motion was made by Pete Settimi to approve the minutes. The motion was 2nd by Errin Keltner. The motion carried with all members voting yes.

The attached vouchers totaling \$272,938.99 were presented for approval. A motion was made by Pete Settimi to approve the vouchers for payment. The motion was 2nd by Errin Keltner. The motion carried with all members voting yes. The Balance Statements were also reviewed. Motion by Errin Keltner and seconded by Pete Settimi to approve balance statements. Motion carried with all members voting yes.

1. The first item on the agenda was Customer Forum. There was no one present and no items presented.
2. The next agenda item was to Approve Acceptance of the Annual Financial Report for Fiscal Year 2011/2012 as Prepared by Hunt & Associates, P.C. Doug Hunt was unable to attend the meeting, and therefore the Board decided to table any action on the audit.
3. Next on the agenda was to consider a Resolution setting a minimum price for sale of 1999 manufactured home. There was discussion between the Board members about how to proceed with the sale of the manufactured home that was included as part of the purchase of the new shop on South 7th Street. The Board felt that it would be beneficial to try to sell it "in-house" and thereby keep more of the money for ourselves. The discussion then centered on how to best move forward with that in mind. Chad was directed to list the home in the Oskaloosa Herald, Ottumwa Courier, and the Pella Chronicle. Also, he was instructed to list the

property on Craigslist. There was then an introduction of Resolution #1206, RESOLUTION AUTHORIZING WATER DEPARTMENT DIRECTOR CHAD COON TO NEGOTIATE SALE OF MODULAR HOME FROM WATER DEPARTMENT PROPERTY by Joe Ryan. Pete Settimi seconded the introduction and then the Board voted unanimously to approve the Resolution.

4. The next agenda item was Consideration and Discussion of Shared Services Analysis between OMWD and the City of Oskaloosa to be performed by Public Financial Management. There was discussion regarding this issue between the Board members as to what the analysis would entail and what possible savings might be found and how to proceed. Joe Ryan asked the City Council members present for their input on this issue. Tom Walling commented that he had a hard time spending the money for the analysis, but the scope of work was beyond what he felt anyone internally could do. He went on to say that no one should be nervous about losing their job, that he had had a conversation with the Water Department's insurance agent and that he realized that there would be cost increases to merging that also need to be accounted for. After the Board had asked the present City Council members if they would like to see a motion in support, Pete Settimi made a motion to support the Shared Services Analysis to be performed by Public Financial Management. Errin Keltner seconded the motion. Ayes all, motion passed.
5. General Manager's Update was next on the agenda. Chad updated the Board about a few different items. He let them know that he had been working with Garden & Associates to look at upcoming CIP projects, distribution work, get budget numbers for the upcoming budget work, and some site work for the new shop/office complex. He told them that on Monday the 19th of November, HR Green staff would be in town to train the distribution staff for our new GIS/GPS mapping system. He also talked to them about the new turbidity equipment that was installed out at the plant, and that we still needed to get work done on one of the butterfly valves for the filters. He informed them that he had an appointment with Larry Olson, of Structural Engineers, out of Marshalltown to start designing the new office layout and get budget numbers. He then informed the Board that it was time for his annual review. Chad said that he would set a time to meet with Joe for his review in the upcoming days.
6. Miscellaneous was the last agenda item. Chad informed the Board of the leaks that had occurred in the last month. He also informed the Board that the hydrant out by the old sale barn had been moved closer to the road and it now sits higher. Chad then asked the Board about the annual private hydrant rent that the Water Department charges customers and if it would be possible to eliminate that charge. Chad said that the revenue from this line item amounts to less than \$2000 and the paperwork showing the need for the charge is no longer available. The

Board agreed that they would look at this next month and it made sense to no longer charge rent for this. Chad then informed the Board that the City had requested the Water Department to set up a budget calendar for 2013. Chad said that he tentatively has January 28, 2013, for the budget work session and February 11, 2013, as the Public Hearing for the budget amendments for FY 2012-2013 and the budget for FY 2013-2014.

There being no further items to discuss, it was moved by Pete Settimi and second by Errin Keltner to adjourn.

ATTEST

Meeting Adjourned 5:59 PM

Joe Ryan – Chairman

Pete Settimi – Secretary