

**OSKALOOSA WATER BOARD**  
**REGULAR MEETING**  
10/19/15

**Members Present:**

Joe Ryan  
Brad Hodges  
Mike Vore (via phone)

**Others Present:**

Chad Coon  
Crystal Breuklander  
Mayor Krutzfeldt  
Tom Jiminez  
Mike Schrock  
David Smith  
Shawn Garrison  
Nicole Cella

A motion was made by Joe Ryan and 2<sup>nd</sup> by Brad Hodges to approve the agenda as presented. The motion carried with all members voting yes.

A motion was made by Joe Ryan to approve the minutes of the 9/21/15 Regular Meeting. The motion was 2<sup>nd</sup> by Brad Hodges. The motion carried with all members voting yes.

The attached vouchers totaling \$282,315.86 were presented for approval as well as Financial Statements. A motion was made by Mike Vore to approve the vouchers for payment and accept the Financial Statements. The motion was 2<sup>nd</sup> by Joe Ryan. The motion carried with all members voting yes.

1. The next agenda item was Customer Forum. There were no items presented.
2. The next agenda item was Discussion of Wastewater Operations. Chad updated the Board and Ex-Officio members about a number of different topics that had been observed in the first couple weeks of this new venture. Chad was asked to prepare a top 10 priority list, see if a representative from Garden & Associates could provide the group an overview of the new NPDES permit and possible changes as a result of the new permit, present a program for moving forward with requirements for the 28E agreement, and work on budgeting and CIP lists for wastewater.
3. The next agenda item was Discussion and Consideration of Bill Adjustment for 529 North D Street. Nicole Cella, resident of 529 North D Street was in attendance asking the Board to reduce her water bill for the billing period of April through July. After listening to Ms. Cella explain her high bill, the Board discussed what they would like to do to proceed. Staff was directed to work on payment arrangements with Ms. Cella as there

would be no adjustment provided by the Board. Motion by Brad Hodges and second by Mike Vore to leave the bill for 529 North D Street intact and provide no reduction. Ayes all, motion passed.

4. Discussion and Consideration of Joining The Cooperative Purchasing Network was next on the agenda. David Smith and Shawn Garrison, representing Lawson Products, were in attendance to provide a short presentation about TCPN. The Board asked Chad to also look at the wastewater side to see where savings could be found if they decided to pursue this option. Chad was also asked to get a comparison of current product pricing and possible pricing under TCPN. No formal action was taken by the Board.
5. Discussion and Consideration of Updated Employee Manual was the next agenda item. Discussion by the Board about changes that had been made since that last time this was discussed, and other changes that the Board felt were necessary. It was noted that on page 13, under Sick Leave, that a date needed to be entered whereby staff hired after said date would no longer be eligible for the payout. Also of note, page 24 a wording change from “screening” to “streaming” should be made, page 29 wording should also be changed from “reserves the right” to “will” and also by adding “ up to and including termination” to the end of the last paragraph. Chad was instructed to make the needed changes and send the document back to Ahlers & Cooney for the revisions.
6. The next agenda item was “Consider Resolution #1504, A Resolution Establishing Minimum Reserve Requirements for Water Department Funds.” Changes from the previous month’s rendition were noted. Introduction and motion to approve Resolution #1504 was made by Mike Vore. Second by Brad Hodges. Ayes all, motion carried.
7. General Manager’s Update was next. Chad quickly updated the Board on the last month’s happenings. No action was taken by the Board.
8. Miscellaneous was the last agenda item. Chad updated the Board on the leaks that had occurred in the last month.

There being no further items to discuss, it was moved by Joe Ryan and second by Brad Hodges to adjourn.

ATTEST

Meeting Adjourned 5:46 PM

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Mike Vore – Chairman

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Brad Hodges– Secretary

The Oskaloosa Water Department Board of Trustees met in regular session Monday October 19, 2015 at 4:00 PM with board members Ryan and Hodges present, and member Vore via telephone. The agenda was approved as presented. All members voting aye. Minutes of the 9/21/15 regular meeting were approved as presented, all ayes.

Following Warrants Allowed: (see attached sheet)

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The first item on the agenda was Customer Forum. There were no items presented.

The next agenda item was Discussion of Wastewater Operations. There was no action taken by the Board of Trustees.

Discussion and Consideration of Bill Adjustment for 529 North D Street was next on the agenda. Motion to leave the bill intact and provide no reduction was made by Hodges. Second by Vore. Ayes all motion passed.

Next agenda item was Discussion and Consideration of Joining The Cooperative Purchasing Network (TCPN). After a quick presentation, there was no formal action taken by the Board of Trustees.

Discussion and Consideration of Updated Employee Manual was next on the agenda. The Board instructed the General Manager to make some wording changes and have the manual ready for approval at the next meeting. No formal action taken.

Next item was Consider Resolution #1504, A Resolution Establishing Minimum Reserve Requirements for Water Department Funds. Introduction and motion for approval made by Vore and second by Hodges. Ayes all, motion carried.

The next two items, General Manager's Update and Miscellaneous saw no formal action taken by the Board of Trustees.

Motion was made for adjournment by Vore. Hodges second the motion. Ayes all, meeting adjourned. 5:46 PM.

Brad Hodges, Secretary