

**OSKALOOSA WATER BOARD**  
**REGULAR MEETING**  
11/20/15

**Members Present:**

Joe Ryan  
Brad Hodges  
Mike Vore

**Ex-Officio Members Present:**

Mayor Krutzfeldt  
Mike Schrock

**Others Present:**

Chad Coon  
Crystal Breuklander  
Jim Anderson

A motion was made by Brad Hodges and 2<sup>nd</sup> by Joe Ryan to approve the agenda as amended. Items #12 and #13 were removed and in its place was added Item #12 Consideration and Discussion of General Manager's Par as Related to 28E Agreement with the City of Oskaloosa. Also noted was an incorrect date for approval of minutes, the date should read October 19, 2015, instead of September 21, 2015 The motion carried with all members voting yes.

A motion was made by Brad Hodges to approve the minutes of the 10/19/15 regular meeting. The motion was 2<sup>nd</sup> by Joe Ryan. The motion carried with all members voting yes.

The attached vouchers totaling \$311,423.54 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 Brad Hodges. 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 and Mike Schrock updated the Board and Ex-Officio members about a variety of topics. Among them; NPDES Permits and associated happenings, Priorities in the waste water collection and treatment systems, Budget overview and the CIP, 28E requirements and varying timelines associated with implementation. Board members Vore and Hodges both stated that they would like to have a tour of the treatment facilities in the near future.
3. Consideration and Discussion of Future Board Meeting Dates and Times was next on the agenda. After discussing days of the month and times of day that would work for future meetings, there was a motion by Mike Vore to hold the monthly Board of Trustee

meetings on the 3<sup>rd</sup> Monday of the month at 3:00 PM. This was second by Joe Ryan. Ayes all, motion passed.

4. Approve Acceptance of the Annual Financial Report for Fiscal Year 2014-2015 as Prepared by Hunt & Associates, P.C. was next on the agenda. As the preparer of the audit was unable to attend the meeting due to unforeseen reasons, any action on the audit was tabled by Mike Vore until the December meeting.
5. The next agenda item was Consideration and Discussion of Annual Health Insurance Premiums. Jim Anderson was in attendance to provide a short synopsis of the renewal and answer questions from the Board. Motion by Brad Hodges to approve the renewal of health insurance with Wellmark with the 0.56% increase in rates. Second by Mike Vore. Ayes all, motion passed.
6. Consideration and Discussion of updated Employee Manual was next on the agenda. Chad asked the Board to consider which direction it wanted to proceed with the employee manual. The difference being whether to tie future unused sick leave payouts to a bona fide retirement or continue to leave it upon separation. Upon discussion between Board and Ex-Officio members, motion by Mike Vore to approve manual changes including to sunset sick leave payout for employees hired after January 1, 2016, and to further approve unused sick leave payout only upon a bona fide retirement for all employees. Joe Ryan second the motion. Ayes all, motion carried.
7. General Manager's Update was next on the agenda. One big item that Chad discussed with the Board was the possible need to move around priorities in the CIP for distribution projects. Chad talked about the large number of leaks that the main along Highway 23 had experienced lately and the state of the pipe material. Joe asked if it was a safety concern given the size of the main and the number of leaks. Chad indicated that there was a definite concern as a large leak on that size of main has the potential to drain the water towers if not isolated quickly. There was no action by the Board.
8. Miscellaneous was the last agenda item. Chad updated the Board on the number and location of leaks in the last month. There was no action taken by the Board.
9. The amended item, Consideration and Discussion of General Manager's Pay as Related to 28E Agreement with the City of Oskaloosa, was next on the agenda. There was discussion amongst the Board members as well as Ex-Officio members about this topic. The item was tabled until the December Board meeting by Mike Vore.
10. There was a motion to adjourn made by Joe Ryan and second by Brad Hodges. Ayes all, meeting adjourned at 5:46. As members were leaving there was a question raised that

needed to be handled during open session. Motion by Mike Vore to reopen the meeting at 5:49. Second by Brad Hodges. More discussion by Board and Ex-Officio members in regards to the General Manager's pay and how to proceed. There was no official action taken by the Board.

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

ATTEST

Meeting Adjourned 5:54 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 Friday November 20, 2015 at 4:00 PM with board members Ryan, Vore and Hodges present. The agenda was approved as amended removing items 12 and 13 and replacing Item #12 with Consideration and Discussion of General Manager's Pay as Related to 28E Agreement with the City of Oskaloosa. All members voting aye. Minutes of the 10/19/15 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.

Approve Acceptance of the Annual Financial Report for Fiscal Year 2014-2015 as Prepared by Hunt & Associates, P.C. was next on the agenda. Item was tabled until the December Board meeting.

Consideration and Discussion of Annual Health Insurance Premiums was next. Motion by Hodges to approve renewal of health insurance with Wellmark with the 0.56% increase in rates. Second by Vore. Ayes all, motion carried.

The next agenda item was Consideration and Discussion of Updated Employee Manual. Motion by Vore and Second by Ryan to approve manual changes including to sunset sick leave payout for employees hired after January 1, 2016, and to further approve unused sick leave payout only upon a bona fide retirement for all employees.

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

The amended item, Consideration and Discussion of General Manager's Pay as Related to 28E Agreement with the City of Oskaloosa was tabled until the December meeting.

Motion was made for adjournment by Ryan. Hodges second the motion. Ayes all, meeting adjourned. 5:46 PM. There was a question that was raised as members were preparing to leave, motion to reopen the meeting by Vore and second by Hodges. Meeting re-opened at 5:49 PM.

Discussion with no action by the Board. Motion to adjourn the meeting by Ryan and second by Hodges at 5:54 PM. Ayes all, meeting adjourned.

Brad Hodges, Secretary