

OSKALOOSA WATER BOARD
SPECIAL MEETING
1/4/16

Members Present:

Joe Ryan
Brad Hodges
Mike Vore
Kevin Tacke

Ex-Officio Members Present:

Mike Schrock
Tom Jiminez

Others Present:

Chad Coon
Crystal Breuklander

The Oath of Office was administered to Kevin Tacke. One copy will be filed with OMWD minutes and the original will be sent to City Hall.

A motion was made by Joe Ryan and second by Brad Hodges to approve the agenda as presented. The motion carried with all members voting yes.

1. The next item on the agenda was proposed budget amendments for the 2015/2016 budget. Chad and Crystal discussed the budget and changes that had been made that were reflective of the 28E agreement as well as changes in the capital improvement plan. There was discussion by all surrounding the proposal of inserting capital work on Highway 23 and how that would affect Carbonado Road work. Chad and Crystal were directed to adjust different line items for the 15-16 budget and then present them the following week at the public hearing for approval. Chad was also asked to update an exhibit spreadsheet to adjust for the amendments as well as prepare another spreadsheet showing the comparison of consumption on meters that have been changed out.
2. The next agenda item was proposed budget for fiscal year 2016-2017. Crystal presented the proposed budget that had been developed for 2016-2017 to the group. There was a great deal of discussion that surrounded the proposed capital improvement spending on infrastructure and how best to handle this moving forward. Chad and Crystal were directed to make modifications to the capital improvement plan and then also to update the proposed end of year fund balances based on those modifications and to run a series of proposed budgets with varying rate increases showing how those rate increases would affect the fund balance.

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

ATTEST

Meeting Adjourned 3:22 PM

Mike Vore – Chairman

Brad Hodges– Secretary

The Oskaloosa Water Department Board of Trustees met in special session Monday, January 4, 2014 at 1:30 PM with board members Vore, Ryan, Hodges, present. New Board member Kevin Tacke was sworn into office. The agenda was approved as presented.

There were two agenda items discussed with regard to proposed budget amendments for fiscal year 2015-2016 and the proposed 2016-2017 fiscal year budget. There was no action taken on any item.

Motion was made for adjournment by Joe Ryan. Mike Vore second the motion. Ayes all, meeting adjourned. 3:22 PM.

Brad Hodges, Secretary

OSKALOOSA WATER BOARD
SPECIAL MEETING
1/11/16

Members Present:

Joe Ryan (via telephone)
Brad Hodges
Mike Vore
Kevin Tacke

Ex-Officio Members Present:

Mike Schrock
Tom Jiminez
Mayor Krutzfeldt

Others Present:

Chad Coon
Crystal Breuklander

A motion was made by Brad Hodges to approve the agenda as presented, second by Kevin Tacke. The motion carried with all members voting yes.

1. The first item on the agenda was a public hearing for proposed amendments to the 2015-2016 budget. Motion by Vore to open the public hearing at 3:04 PM, second by Hodges, ayes all, motion carried. There were no comments received from the public, however the Board and Ex-Officio members used this time to discuss the budget. Crystal presented the budget with the changes that had been requested from the meeting a week prior. It showed an increase in operating expenses due to increased staffing for wastewater and a reduction in capital spending for distribution projects. Motion by Vore to close the public hearing at 3:07 PM. Tacke second the motion, ayes all motion passes.
2. The next agenda item was approval of proposed amendments to the 2015-2016 budget. Motion by Vore and second by Hodges to approve the budget as amended. Ayes all, motion passed.
3. Next on the agenda was the public hearing for the proposed 2016-2017 budget. Motion by Vore, second by Ryan to open the public hearing at 3:08 PM. Ayes all, public hearing opened. There were no comments received from the public. The Board and Ex-Officio members used this time to discuss the FY 16-17 budget. Crystal had prepared six different budgets using rate increases from 5% to 30%. The capital improvement spending was talked about at length. Some items of note, the Carbonado Road project was pushed back from being split in the FY 15-16 and FY 16-17 to being wholly encompassed within the FY 16-17 budget. The work on the north water tower was also pushed back from FY 16-17 to FY 17-18. The group discussed the best method of

moving forward with capital work, rates, metering consumption, monthly billing, and offering online bill paying options. There was a question regarding future capital spending and how it would affect the fund balance. Crystal answered this by showing the budget proposals and what each allowed by either adding to the fund balance due to an excess over budgeted expenses or showing a deficiency and thereby drawing down on the available fund balance. There being no more comments, there was a motion to close the public hearing by Vore and second by Tacke. Ayes all, public hearing closed at 4:08 PM.

4. Next on the agenda was approval of proposed 2016-2017 budget. Motion by Hodges and second by Tacke to approve the budget as presented showing a 25% rate increase. Ayes all, motion carried.
5. Miscellaneous was the last agenda item. There were no items presented.

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

ATTEST

Meeting Adjourned 3:22 PM

Mike Vore – Chairman

Brad Hodges– Secretary

The Oskaloosa Water Department Board of Trustees met in special session Monday, January 11, 2014 at 3:00 PM with board members Vore, Ryan, Hodges, and Tacke present. The agenda was approved as presented.

The first agenda item was public hearing for proposed amendments to the 2015-2016 budget. Motion by Vore to open the Public Hearing, second by Hodges. Ayes all, Public Hearing opened at 3:04 PM. There were no comments received from the public. The Water Board of Trustees and Ex-Officio members discussed the amendments. Motion to close the Public Hearing was made by Vore and second by Tacke. Ayes all, Public Hearing closed at 3:07 PM.

Next agenda item was approval of the proposed amendments to the 2015-2016 budget. Motion by Vore and second by Hodges to approve the amended 2015-2016 budget as presented. Ayes all, motion passes.

Next on the agenda was a public hearing for proposed 2016-2017 budget. Motion by Vore, second by Ryan to open the Public Hearing. Ayes all, Public Hearing opened at 3:08 PM. There were no comments received from the public. The Trustees and Ex-Officio members discussed the budget proposals at length. Motion by Vore, second by Tacke to close the Public Hearing. Ayes all, Public Hearing closed at 4:08 PM.

Approval of the 2016-2017 budget was next on the agenda. Motion by Hodges, second by Tacke to approve the 2016-2017 budget as presented. Ayes all, motion passed.

The last agenda item was miscellaneous. There were no items presented.

Motion was made for adjournment by Hodges. Tacke second the motion. Ayes all, meeting adjourned. 4:13 PM.

Brad Hodges, Secretary

The Oskaloosa Water Department Board of Trustees met in regular session Monday January 18, 2016 at 3:00 PM with board members Vore, Hodges, Ryan, and Tacke present. The agenda was approved as presented. All members voting aye. Minutes of the 12/21/15 regular meeting and 1/4/16 and 1/11/16 special meetings were approved as presented, all ayes. Invoices were approved for payment, ayes all.

Following Warrants Allowed: (see attached sheet)

The first item on the agenda was Customer Forum. There was a discussion of water rates, both inside and outside city limits. There was no action taken by the Board.

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

Consideration and discussion of online bill payment for water and wastewater customers was next on the agenda. Motion by Vore to proceed with online bill payment through Tyler Technologies with the transaction fee assessed to the user. Second by Ryan. Ayes all, motion carried.

Consideration and discussion of job descriptions for Water/Wastewater Maintenance I, Water/Wastewater Maintenance II, and Distribution/Collection Supervisor was next on the agenda. Motion to adopt and approve all three job descriptions with added language of "Assist with Budgeting, As Required" added to Distribution/Collection Supervisor list of Essential Duties was made by Vore and second by Hodges. Ayes all, motion passed.

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 Tacke. Ryan second the motion. Ayes all, meeting adjourned. 4:29 PM.

Brad Hodges, Secretary