

OSKALOOSA WATER BOARD
SPECIAL MEETING
4/25/16

Members Present:

Joe Ryan
Brad Hodges
Mike Vore
Kevin Tacke

Ex-Officio Members Present:

Mayor Krutzfeldt
Tom Jiminez
Mike Schrock

Others Present:

Chad Coon
Crystal Breuklander
Tom Walling
Ken Allsup
Eric Dursky
Jamey Robinson
Mark Neff
Eduardo Zamarripa

A motion was made by Brad Hodges and 2nd by Joe Ryan to approve the agenda as presented. All ayes, motion carried.

The next agenda item was discussion of critical aspects of the water treatment plant and processes. (A debriefing of the Boil Water Advisory). Mike Vore opened the meeting by asking Chad to discuss the events as they unfolded on April 19, 2016 that led to the boil water advisory being implemented. Chad went through a timeline of events that day for those assembled. There were a variety of questions asked and answered as the discussion went on. There was also a list of action items that were developed in response.

- Call Emergency Management for events of this nature to help get notifications out to the public more quickly.
- Develop a reporting mechanism.
- Ask Iowa Association of Municipal Utilities if they have a template already available for a reporting mechanism.
- Add the Fire Department to our call list in cases where available fire flow is diminished.
- Check with the Iowa DNR for additional public notice procedures and add an emergency notification number to our call list for the Iowa DNR field office 5.
- Develop a list of critical processes and the necessary procedures to follow in the event of a failure in any of these processes.
- Use the list of critical processes and develop a procedure for monitoring and recording of these processes.
- Develop a written procedure that identifies what to do in crisis management and have that document reviewed by different agencies and departments in Oskaloosa.

- Include Fire, Mahaska County EMA, and the Board of Health in notifications and action plan.

Chad was directed to have these items completed by May 9th in draft form and then be ready with a presentation for the May 16th regular Board of Trustees' meeting.

The next agenda item was miscellaneous. Chad was instructed to add a standing item for 28E progress discussion to all future Board meeting agendas.

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

ATTEST

Meeting Adjourned 11:58 AM

Mike Vore – Chairman

Brad Hodges– Secretary

The Oskaloosa Water Department Board of Trustees met in special session Monday April 25, 2016 at 10:30 AM with board members Hodges, Ryan, Tacke, and Vore present. The agenda was approved as presented. All members voting aye.

The next agenda item was discussion of critical aspects of the water treatment plant and processes. (A debriefing of the Boil Water Advisory). There was a lot of discussion on this topic with no action taken by the Board of Trustees.

Motion was made for adjournment by Tacke. Hodges second the motion. Ayes all, meeting adjourned. 11:58 AM.

Brad Hodges, Secretary