

OSKALOOSA WATER BOARD
REGULAR MEETING
8/15/16

Members Present:

Jason Carter
Brad Hodges
Dan Nance
Kevin Tacke

Others Present:

Chad Coon
Crystal Breuklander
Ken Allsup
Steve Burnett

Ex-Officio Members Present:

Mike Schrock

A motion was made by Brad Hodges and by Jason Carter to approve the agenda as presented. All ayes, motion carried.

A motion was made Brad Hodges to approve the minutes of the 7/11/16 regular meeting. The motion was by Dan Nance. The motion carried with all ayes.

The attached vouchers totaling \$497,038.43 were presented for approval as well as Financial Statements. A motion was made by Dan Nance to approve the vouchers for payment and to also approve the Financial Statements. This was second by Jason Carter. The motion carried with all members present voting yes. Staff were instructed to find the number of payment agreements that are given on a monthly basis and have a Resolution drafted to address the ability to issue payment agreements to customers.

1. Customer Forum was the next agenda item. There were no items presented.
2. The next item on the agenda was Discussion of wastewater operations. Chad informed the group about the status of on-going work in the system, televising and jetting, as well as video that was collected during a recent rain storm showing evidence of inflow and infiltration happening. Chad also discussed a sewer collection system issue on M Avenue West that was affecting a property owner and the need to look for ways to repair the issue while also accounting for the relatively new street. Chad informed the group that he had met with some local farmers and then reached out to another organization to ask for assistance determining an appropriate rate for hauling and land applying wastewater sludge. The group was given an updated 28E spreadsheet showing the itemized list and what work was on-going in the system. There was an item for consideration and discussion of pay increase for wastewater certification under the overall topic of wastewater operations. Chad informed the group that he had taken and passed his Grade

I Wastewater Certification and that as had been previously agreed to there was to be a pay increase. Dan Nance moved to table the pay increase until the September Board meeting. Brad Hodges second the motion. Chad was asked to provide additional information to the Board to verify what had been agreed upon. It was also suggested by Mike Schrock that the General Manager's contract be updated to reflect the changes in pay and duties.

3. The next agenda item was consideration and discussion of fluoride addition to water supply. Chad presented information to the group about the estimated costs for repair and replacement of items related to the fluoride feed system. He also had some information about a grant that would be available to help assist with those costs. There were questions about continued operating expenses, what operational concerns might exist for turbidity etc., and what time constraints were involved with the grant. Motion by Dan Nance to have the General Manager further study the Delta Dental grant application process and to also try to determine ongoing operating expenses associated with fluoride addition. This was second by Brad Hodges. Ayes all, motion passed.
4. Next up on the agenda was consideration and discussion of pay application #2 for DeLong Construction. Chad informed the group that Garden & Associates, LTD., had provided pay application #2 as submitted by DeLong Construction for the Carbonado Road water main project and the amount due and owing as verified by Garden was \$55,300.80. Dan Nance made a motion to approve pay application #2 to DeLong Construction in the amount of \$55,300.80. Brad Hodges second the motion. Ayes all, motion carried.
5. Consideration and discussion of credit card payment limits was next on the agenda. Chad and Crystal talked to the Board about the policy that is in place via resolution which calls for a limit of \$1000 per credit card transaction. There discussion about customers with large bills calling in on multiple days to pay their bill instead of staff being able to accept the whole payment with a credit card. There was also discussion about the growth of credit card usage since its inception at OMWD in 2012 and how to allow for better use of staff time and to lower some of the fees associated with multiple card transactions. Chad and Crystal suggested removing the limit on the amount that may be charged on a credit card. Jason Carter made a motion to have a resolution drafted to rescind the earlier resolution limiting credit card charges. Dan Nance second the motion. Ayes all motion passed.
6. Crystal presented information to the Board about different signs for the OMWD office. There was the possibility of a monument sign from a company out of Pella and there was also a proposal from a company here in Oskaloosa. The local company provided information for a backlit sign while the one from Pella quoted an externally lit sign. Brad

Hodges stated that from his experience the backlit sign had a much higher maintenance cost associated with it. The Board stated that they would rather go with a low maintenance item and that they would like to see staff pursue the externally lit monument sign. Chad updated the Board on a number of additional items; how the transition to monthly billing was going, engineering services for upcoming projects had been initiated, another meter vendor had stopped to discuss their product line and how it may be able to help OMWD, website content updating, and then also an update on Carbonado Road's water main project. Chad let the Board know that the new water main had failed bacteriological testing on multiple occasions and that the contractor was determining how best to disinfect the main so that the bacteria testing could be passed and the contractor could proceed with installing service lines.

7. Miscellaneous was the last agenda item. Chad informed the Board that there had been two leaks this last month and both were out on Carbonado Road. One had been fixed and the other was a "seeper" and the cost to repair was greater than the value of water lost so it was not going to be repaired. Jason Carter mentioned that he needed to leave and asked if the Board could adjourn with just three members for quorum. He was reassured that the Board could adjourn with three members present and then Jason excused himself, the time was 4:33. The Board determined that there was nothing else to discuss.

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

ATTEST

Meeting Adjourned 4:34 PM

Mike Vore – Chairman

Kevin Tacke– Secretary

The Oskaloosa Water Department Board of Trustees met in regular session Monday August 15, 2016 at 3:00 PM with board members Carter, Hodges, Nance, and Tacke, present. The agenda was approved as presented. All members voting aye. Minutes of the 7/11/16 regular meeting 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 were no items presented.

The next agenda item, discussion of wastewater operations was discussed by the Board and Ex-Officio members. Item B under this topic, consideration and discussion of pay increase for wastewater certification was tabled until the next meeting. Motion to table by Nance and second by Hodges. There was no other action taken on this topic.

Consideration and discussion of fluoride addition to water supply was next on the agenda.

Motion to have staff study details of grant from Delta Dental and to assess further operating costs and operational issues as related to fluoride feed was made by Nance, second by Hodges. Ayes all, motion carried.

Next on the agenda was consideration and discussion of pay application #2 for DeLong Construction. Motion to approve pay application #2 in the amount of \$55,300.80 for DeLong Construction was made by Nance and second by Hodges. Ayes all, motion carried.

Consideration and discussion of credit card payment limits was next on the agenda. Motion to have resolution drafted to rescind credit card limit resolution was made by Carter, second by Nance. Ayes all, motion passed.

The next two sections were discussed, but no action was taken.

Carter excused himself from the meeting at 4:33 PM.

Motion was made for adjournment by Nance, Hodges second the motion. Ayes all, meeting adjourned. 4:34 PM.

Kevin Tacke, Secretary