

OSKALOOSA WATER BOARD
REGULAR MEETING
4/17/17

Members Present:

Jason Carter
Dan Nance
Mike Vore

Others Present:

Chad Coon
Crystal Breuklander
Beverly VanDevender

Ex-Officio Members Present:

Mike Schrock
Mayor Krutzfeldt

A motion was made by Dan Nance and 2nd by Mike Vore to approve the agenda as presented. All ayes, motion carried.

A motion was made Jason Carter to approve the minutes of the 3/20/17 regular meeting. The motion was 2nd by Dan Nance. The motion carried with all ayes.

The attached vouchers totaling \$375,603.45 were presented for approval as well as Financial Statements. A motion was made by Mike Vore 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 voting yes.

1. Customer Forum was the next agenda item. Beverly Van Devender was in attendance to discuss a high water bill at 1006 Maywood Drive with the Board of Trustees. She explained that the house had been for sale and that as realtors were showing the home she had a toilet that had run for some time before being stopped. This resulted in 61 units of water and sewer being billed to the account. She asked the Board if they would be able to make a reduction in the bill amount. Mike Vore explained that it had been a long held Board policy that customers must pay for the water after it has gone through the water meter. Miss Van Devender thanked the Board for listening to her request. There was no action taken by the Board of Trustees.
2. Next on the agenda was consideration and discussion of high water bill for 950 9th Avenue West. The Board had heard from the owner of this property during the March Board meeting as to what had happened and were asked to remove the penalties associated with the high bill. Chad presented information showing that the penalty was \$336.46 and the disconnect fee was \$40.00 for a total of \$376.46. There was a motion

from Carter to reduce the bill by \$376.46 as long as it is paid in full in the next 30 days. Mike Vore second the motion. Ayes all, motion carried.

3. Discussion of wastewater operations was the next agenda item. Chad updated the group on the happenings in the wastewater department. He also had an updated spreadsheet showing progress on the 28E responsibilities. During the discussion of the spreadsheet Mike Vore asked about the colorings of the cells for items that were ongoing. Mike then suggested that the color be changed for ongoing items that may never actually be completed. Also discussed were storm water issues, a bypass event that had occurred at the southwest plant during some recent rains, and work being started on sanitary and storm water work that was under contract. Chad also updated everyone on the status of ongoing GIS/GPS work for storm and sanitary and that HR Green had been completing, stating that HR Green was done taking shots and had one month of office work to process everything and then return to Oskaloosa to train staff on how to navigate the new system.
4. Next on the agenda was consideration and discussion of mowing contract for water plant grounds. Chad explained that he had been approached by a local company that wanted the opportunity to offer a contract to mow the water treatment plant grounds including the hills around the facility. Chad had contacted the company currently providing services to see if they were interested in offering a similar quote to include the hills and the company declined. Chad presented the contract showing a price of \$680.00 per mowing with a 10% discount for the first year, bringing year one pricing to \$612.00. There was discussion amongst the Board about what was needed for insurance coverage. Mike Schrock also suggested a hold harmless agreement be implemented as part of this contract. Jason Carter made the initial motion to accept the quote from DB Landscaping as presented with approval from Anderson Insurance Services for insurance coverage review. Dan Nance second the motion. During discussion of the insurance coverage portion Jason amended his motion to accept the quote from DB Landscaping in the amount of \$612.00 per instance with a contingency of approval from OMWD's insurance agent clarifying proper coverage. Dan Nance second the amended motion. Ayes all, motion carried.
5. The next agenda item was general manager's update. Chad informed the group that water plant pumpage for the month of March was the lowest on average that he had seen in over 10 years. There was a question about the difference between water consumption in 2016 and 2017. Chad explained that in 2016 OMWD was still in the process of quarterly billing and that the section billed last year at this time was the largest section of customers and always showed the greatest usage. Therefore, this year was an actual representation of what was billed for the month. There was also a question about the apparent water loss being higher than desired. Chad stated that there were no leaks that had surfaced in the last month but that due to the lowest plant production any level of

leaks would appear to be even greater. It was suggested that instead of looking at the value as a percent we should look at the total number of gallons that are unbilled every month to see if there is a correlation in that aspect as pumpage fluctuates. Chad also updated everyone about the fire hydrant flushing being completed for the spring, that two hydrants were found to be in need of repair and had in fact both been repaired on this day. He also let the group know that staff had started installing water main along South F Street and that a group from William Penn University had attended plant tours of both the water and wastewater plants.

6. The last agenda item was updates from members of the Board. Dan Nance asked that an agenda item be added to next month's agenda to discuss moving the regular Board meeting time and date to later in the month and later in the day.

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

ATTEST

Meeting Adjourned 3:52 PM

Mike Vore – Chairman

Kevin Tacke– Secretary

The Oskaloosa Water Department Board of Trustees met in regular session Monday April 17, 2017 at 3:00 PM with board members Carter, Nance, and Vore present. The agenda was approved as presented. All members voting aye. Minutes of the 3/20/17 regular meeting were approved as presented, all ayes. Invoices and financial statements were approved for payment, ayes all.

Following Warrants Allowed: (see attached sheet)

The first item on the agenda was Customer Forum. A high water bill for 1006 Maywood Drive was discussed with the Board of Trustees. There was no action taken by the Board.

Next on the agenda was consideration and discussion of high water bill for 950 9th Avenue West. Motion by Carter to remove the penalties and reduce the bill \$376.46 as long as it is paid in full in the next 30 days. Mike Vore second the motion. Ayes all, motion passed.

The next agenda item, Discussion of wastewater operations was discussed by the Board and Ex-Officio members. There was discussion on this topic that saw no action.

Next on the agenda was consideration and discussion of mowing contract for water plant grounds. Motion by Carter to accept the quote from DB Landscaping as presented with approval from Anderson Insurance for insurance coverage review. Dan Nance second the motion. Carter amended his motion to accept the quote from DB Landscaping for \$612.00 per instance with a contingency of approval from OMWD's insurance agent clarifying proper coverage. Nance second the amended motion. Ayes all, motion carried.

The next two agenda items, General Manager's Update and Updates from members of the Board of Trustees, saw discussion, but no formal action taken by the Board.

Motion was made for adjournment by Nance, and second by Carter. Ayes all, meeting adjourned. 3:52 PM.

Kevin Tacke, Secretary