

WATER BOARD OF TRUSTEES
Regular Meeting
May 15, 2017
3:00 PM
Location: 1208 South St.

Agenda

1. Approve Agenda.
2. Approve minutes of the April 17, 2017 regular meeting.
3. Approve invoices and Financial Statements.
4. Customer Forum.
5. Discussion of wastewater operations.
6. Introduction of Resolution #1703, Resolution for Delegation of Lien Certification Authority to General Manager.
7. Consideration and discussion of Board of Trustee monthly meeting times.
8. General Manager's update.
9. Updates from members of the Board of Trustees.
10. Adjourn.

INFORMATION CONCERNING AGENDA ITEMS:

Agenda Item #4

Chair – Please read this statement to the audience.

“This is the item reserved to receive comments from the community, our customers, for concerns whether or not they are included in the current agenda. The community is encouraged to come and speak before the Water Board of Trustees and asked to keep statements brief. Any questions are to be asked of the Water Department staff and Board of Trustee members prior to speaking to the full Board of Trustees so concerns may be properly researched and answered away from the meeting. Comments are to be directed to the Board of Trustees only.”

At this time, there have been no formal requests to address the Board.

Agenda Item #5

Work is currently ongoing at two different locations for the 2017 Sanitary and Storm Water Improvements contract. The contractor is working on North Street to install new sanitary from A Avenue East down to south side of High Avenue East. The majority of this section is complete. Staff have been on-site several times to answer questions that have arisen regarding a variety of operational issues. The contractor also started working on the section that runs between North Market and Penn Boulevard, just south of Rosenberger. They have a manhole installed next to Market and another one on the east side of Penn. There have been a number of issues that have come about dealing with laterals on this particular project that staff have needed to spend considerable time addressing. Unfortunately, this has come at the expense of being able to get the equipment out into the system to start jetting and televising the sanitary and storm sewers. Staff are keenly aware that we need to complete system quadrant work while balancing the need to be available to address concerns that arise from the capital projects.

As we get into the last month of the fiscal year we are also trying to close out other capital work on the collection system. We are currently finalizing purchase orders to replace or repair five different manholes. Those are;

South and Avenue East

900 block of South Market

D Avenue West and the railroad tracks

200 block of North C in the alley behind Casey's General Store

800 block of Avenue East

We have finally received two quotes for replacing the manhole at South and we can proceed with getting it replaced. The other manholes have been added since the project to pipe burst was not approved last month. The manhole on Avenue East will receive a new type of repair. We are going to pursue using a manhole liner forming system to cast-in-place a new structural manhole at his location. The manhole in the 900 block of South Market and has been identified by Garden as being structurally deficient. Staff have also identified this one as needing to be replaced. In the alley of North C, there is currently no manhole present so this would be a new installation. Staff have tried to televise this section to find an 8" main running north and south and an 8" main intersecting it in the alley. There is no way for staff get into the east-west run of

8" in the alley without a manhole in place. There is also no current manhole at D Avenue West and the railroad tracks but rather an old lamphole at the start of an 8" main that has been deteriorating and needs to be replaced with a manhole instead.

As far as plant operations, in the coming weeks the south plant is to have the controllers for the dissolved oxygen replaced. This will allow the blowers to be run by a programmed logic controller to automatically turn the blowers on and off as needed by biological demand. The roof for the digester at the south plant was replaced as well as the roof over the grit building at the north plant. These were both budgeted items. Staff have continued to struggle to keep the raw pumps operational as controller issues seem to be ever present at the north plant. This week also showed us that our bar rakes will need some maintenance in the near future throughout the system. From the north plant to the M Street Lift Station and even the south plant. All of these units are showing considerable wear or controller problems on the electronic side.

Agenda Item #6

During a conversation with legal counsel it was noted that OMWD needed to update our resolutions to include one for being able to lien bad debt. This resolution addresses that issue. It delegates the authority for certification of unpaid rates and charges to the General Manager. It will need an introduction and a motion for approval. It is staff's recommendation to approve this resolution.

Agenda Item #7

Last month Board member Dan Nance asked that there be an agenda item to discuss changing the date and time of the monthly Board meetings. At that time Dan suggested moving the date to a Thursday towards the end of the month and also moving the time to 6:00 PM. One of the concerns expressed was Dan's ability to continue to meet at the current time of 3:00 PM due to his work schedule as well as allowing for a time that was more convenient for OMWD customers. After internal discussions, it is staff's recommendation to retain the current time and day of our scheduled meetings. The 3:00 time was set to allow Ex-Officio members the ability to attend OMWD Board meeting and still be able to get back to City Hall for study sessions and City Council meetings and also does not further burden them with another evening tied up with meetings. Staff have not reported receiving calls from the public concerned with the time of the Board meeting or our customers' ability to attend as a result of the current schedule.

Agenda Item #8

Staff have been installing the new 8" water main on South F Street as time and work flow allows. They are several hundred feet south of Avenue West at this point and have pressure tested what is currently installed. There was one big water main break in the 1100 block of A Avenue East, there was a good sized crack on the old 6" main that was close to another clamp from years ago. The number of shut-offs was down again this month. Crystal recently attended class for our InCode office operating sytem. Rocky Stevens was rehired to fill the position of Customer Service Technician. This was a role that he held from the time he was hired until his

retirement in 2011. He has been a good fit back into our system and is continuing to learn some of the advancements that have happened in his absence. One of those changes is the number of radio read meters that we are installing. We recently performed a test run on our ability to gather meter readings from a small sample of those radio read meters. The test went well and we are discussing making a change to read all of our radio read meters in-house so that we are able to save the expense of paying the contractor for those meter readings. More on that as it develops. Plant operations are holding steady. We have seen less ups and downs with our lime feed system and that is playing a large role in keeping everything else constant. As we reach 6 or 7 years since the rehabilitation was complete we are starting to see some smaller equipment issues that are being dealt with as they arise.

Agenda Item #9

This is an item for members of the Board to provide updates or request future agenda items.

RESOLUTION NO. 1703
RESOLUTION FOR DELEGATION OF LIEN CERTIFICATION AUTHORITY TO
GENERAL MANAGER

WHEREAS Iowa Code § 384.84 permits the Water Utility Board of Trustees for the Oskaloosa Water Department to delegate the authority to certify unpaid rates and charges to the county treasurer so that a lien may be placed on the property or premises served.

WHEREAS, the Water Utility Board of Trustees finds that delegation of authority for lien certification will result in more efficient operations for the Oskaloosa Water Department, benefiting ratepayers.

BE IT RESOLVED, the Water Utility Board of Trustees delegates the authority for certification of unpaid rates and charges to the General Manager of the Oskaloosa Water Department.

Chairman of the Board
Oskaloosa Municipal Water Department

Board Member
Oskaloosa Municipal Water Department