

OSKALOOSA WATER BOARD
REGULAR MEETING
5/15/17

Members Present:

Jason Carter
Brad Hodges
Dan Nance (arrived at 3:19)
Kevin Tacke
Mike Vore

Others Present:

Chad Coon
Crystal Breuklander

Ex-Officio Members Present:

Mike Schrock
Mayor Krutzfeldt

A motion was made by Kevin Tacke and 2nd by Brad Hodges to approve the agenda as presented. Ayes; Carter, Hodges, Tacke, Vore. Absent; Nance. Motion carried.

A motion was made Jason Carter to approve the minutes of the 4/17/17 regular meeting. The motion was 2nd by Mike Vore. Ayes, Carter, Hodges, Tacke, Vore. Absent; Nance. Motion carried.

The attached vouchers totaling \$269,896.96 were presented for approval as well as Financial Statements. A motion was made by Brad Hodges to approve the vouchers for payment and to also approve the Financial Statements. This was second by Jason Carter. Ayes, Carter, Hodges, Tacke, Vore. Absent; Nance. Motion carried.

1. Customer Forum was the next agenda item. City Manager Michael Schrock talked about the possibility of Oskaloosa becoming a Home Base Iowa community and as part of that there were various suggestions to assist military veterans who would move here. There was a question asking if the Board would be willing to waive the deposit fee as part of this program. Chad was instructed to check with legal counsel to see what could be done for this type of scenario. There were no other topics and no one else present to talk to the Board of Trustees.
2. Discussion of wastewater operations was next on the agenda. Chad updated the group on a variety of different topics; From contracted work on the 2017 Sanitary and Storm Water improvements, to the installation of manholes around Oskaloosa repairing or replacing manholes in various states of failure, to the work needing completed on manhole S67 on South 7th and 9th Avenue East. Those were collections system issues.

On the treatment side, the dissolved oxygen blower controls are to be replaced before the end of the fiscal year as a budgeted item. These are located at the southwest plant. Chad also let everyone know that staff had experienced operating issues with bar rakes at the plants and the South M Street lift station. Mike Vore then asked Chad after almost 20 months into the 28E agreement to operate the wastewater department how much time he spent on wastewater issues. Chad replied that the average was probably around 75% spent on wastewater and that on a given week if you did a spot check it would be closer to 90%. Mike Vore asked what work was not getting done on the water side if Chad had to spend that much time completing wastewater work. Chad stated that he had a good team backing him up that was covering his shortcomings for water and that he believed most work was getting done, just by other team members helping him out as he focused on wastewater. Board member Dan Nance entered the meeting during this discussion.

3. Introduction of Resolution #1703, Resolution for Delegation of Lien Certification Authority to General Manager was the next agenda item. Mike Vore read and introduced Resolution #1703. It was noted that this resolution resulted from a conversation between the General Manager and legal counsel pertaining to OMWD's ability to lien property for unpaid bills. Motion by Mike Vore and a second by Brad Hodges to approve Resolution #1703 as written. Ayes all, motion carried.
4. The next agenda item was consideration and discussion of Board of Trustee monthly meeting times. Dan Nance had requested this item during last month's meeting. There was discussion by all Board members in regard to this topic. Dan used his late attendance at the current meeting to highlight the issue of the 3:00 Monday meeting times. He suggested that the meetings be moved later in the day and later in the week. Mike Vore stated that due to his schedule the only days of the week that worked were Mondays or Fridays. Jason Carter stated that any meeting time after 5:00 would mean that he would be unable to attend. Crystal was asked what would happen if the meeting was moved to the second Monday of the month from a payables perspective. She stated that historically most meetings fell on the second Monday and that helped meet vendor deadlines, so it should be better for payables. There was also discussion about needing to meet at a time that allowed Ex-Officio members the flexibility to still attend work sessions at City Hall. 4:00 on the second Monday was floated as a possible meeting date and time. Board members spent time looking at their calendars to see what that time and day would do to items they currently had scheduled through the remainder of the year. It was noted that if this new date and time were approved a couple Board members were already scheduled to be out of town and they would miss upcoming meetings as a result. Motion by Brad Hodges to move Board of Trustees' monthly meeting to the second Monday of the month at 4:00 PM. Dan Nance provided the second. After a little more discussion there was an amendment to the motion. Brad Hodges motioned to move the Board of Trustee's monthly meeting to the second Monday of the month at 4:00 PM

starting with the July 2017 meeting. Dan Nance concurred with the amendment. Ayes all, motion passed.

5. General Manager's Update was next on the agenda. Chad updated the group on the status of different issues within the water side of operations. He talked about the new water main being installed along South F Street, how the number of shut-offs for non-paying customers is down for the second month in a row, how Crystal had recently attended meetings for the billing and accounting software and that Rocky Stevens had been rehired as the Customer Service Technician, a position he held with OMWD from 2000 until he retired in 2011. Chad talked about the ongoing meter change out and how Rocky would be instrumental in that work as he was here the last time that work was done. Chad then talked about staff completing a test run of OMWD's radio read system for water meters. There were then questions about how OMWD would move forward with this technology and how it should save the department money over time. Chad also talked about the fact that we were 6 to 7 years removed from completing the water treatment plant rehabilitation and staff were starting to notice some equipment failures and the need for increased spending and maintenance as a result. Chad was instructed to develop a list of major items needing fixed and the expected costs for that work and to keep it updated on an ongoing basis.
6. The last agenda item was updates from members of the Board of Trustees. Jason Carter started by asking if there was a way that OMWD could develop a list of properties that they knew needed work whether it be on stop boxes or service lines and somehow get those recorded with the County so that prospective home buyers would know ahead of time that there was outstanding work. There was a discussion of what led this to be a concern and how legally OMWD staff could proceed. Chad was instructed to also check with legal counsel on this issue. Kevin Tacke asked how fluoridation was going. Chad stated that we were still fluoridating and that we were keeping close to the currently recommended dosage of 0.7 mg/l.

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

ATTEST

Meeting Adjourned 4:18 PM

Mike Vore – Chairman

Kevin Tacke– Secretary

The Oskaloosa Water Department Board of Trustees met in regular session Monday May 15, 2017 at 3:00 PM with board members Carter, Hodges, Tacke and Vore present. The agenda was approved as presented. Ayes; Carter, Hodges, Tacke, Vore. Absent; Nance. Motion carried. Minutes of the 3/20/17 regular meeting were approved as presented. Ayes; Carter, Hodges, Tacke, Vore. Absent; Nance. Motion carried. Invoices and financial statements were approved for payment, Ayes; Carter, Hodges, Tacke, Vore. Absent; Nance.

Following Warrants Allowed: (see attached sheet)

The first item on the agenda was Customer Forum. City Manager Michael Schrock discussed the possibility of Oskaloosa becoming a Home Base Iowa community and asked the Board to consider how they help with that effort. There was no action taken by the Board.

The next agenda item, Discussion of wastewater operations was discussed by the Board and Ex-Officio members. Board member Dan Nance arrived during this discussion, the time was 3:19 PM. There was discussion on this topic that saw no action.

Next on the agenda was introduction of Resolution #1703, Resolution for Delegation of Lien Certification Authority to General Manager. Resolution was introduced by Board Chair Vore. Motion to approve Resolution #1703 was made by Vore and second by Hodges. Ayes all, motion carried.

Next on the agenda was consideration and discussion of the Board of Trustee monthly meeting times. Motion by Hodges to move the Board of Trustee meeting to the second Monday of the month at 4:00 PM, this was second by Nance. During discussion that followed, Hodges amended his motion to move the Board of Trustee meeting to the second Monday of the month at 4:00 PM to start with the July 2017 meeting. Nance concurred with the amendment. Ayes all, motion carries.

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. 4:18 PM.

Kevin Tacke, Secretary