

OSKALOOSA WATER BOARD
REGULAR MEETING
6/19/17

Members Present:

Jason Carter
Brad Hodges
Kevin Tacke
Mike Vore

Others Present:

Chad Coon
Crystal Breuklander
Doug Hedlund
Eric Palmer

Ex-Officio Members Present:

Mike Schrock
Mayor Krutzfeldt

A motion was made by Brad Hodges and 2nd by Kevin Tacke to approve the agenda as presented. Ayes all, motion carried.

A motion was made Mike Vore to approve the minutes of the 5/15/17 regular meeting. The motion was 2nd by Brad Hodges. Ayes all, motion carried.

The attached vouchers totaling \$789,446.41 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. Ayes all, motion carried.

1. Customer Forum was the next agenda item. There were no items presented to the Board of Trustees.

2. Next on the agenda was consideration and discussion of the curb stop at 1124 High Avenue East. Chad provided some background to the Board about the issue at hand with the curb stop at this property. Eric Palmer was in attendance representing Doug Hedlund, who was also in attendance, to discuss this matter with the Board. Mr. Palmer asked if there was a way to work out payment arrangements between OMWD and Mr. Hedlund for the repair of the stop box that was currently non-operational. The Board discussed how to address matters of this nature while also taking into account the discussion from the previous month wherein the Board talked about moving forward with needed repairs on properties in Oskaloosa. Mr. Palmer asked about having the City attorney draft a document that could be attached to all abstracts for property within Oskaloosa city limits. There was considerable discussion of the implementation of this type of document. The Board instructed Chad to reach out to other organizations and get guidance on how issues of this nature are handled elsewhere. Chad was further instructed to include this topic on

next month's agenda for further discussion. Kevin Tacke made a motion to set up a payment plan option with the owner of 1124 High Avenue East to prevent the property from being liened. Brad Hodges second the motion. Ayes all, motion passed.

3. Discussion of wastewater operations was the next agenda item. Chad updated the group on work in the collection system ranging from the currently contracted capital improvements to showing them the new GIS/GPS system that is now in operation. He talked about the manholes that were replaced in the last month, the need to hire for a seasonal position, and jetting and televising that is finally starting to be done for this year's quadrant. He also discussed plant operations, from new automatic dissolved oxygen blower controls to equalization basin status. There was no action taken by the Board.
4. Next on the agenda was consideration and discussion of annual cost of living adjustment. Chad had presented information to the Board in their agenda packet showing what other organizations and water departments in the area were doing for increases this year. Chad also talked about not being able to put together a merit increase plan as had been discussed last year at this time. There was discussion about what the City was doing for increases on the new union contracts and how that was applied to City employees, and what current City employees in wastewater would receive. Mike Vore talked about using the same percentage as the City, 2.9%. Kevin Tacke said he would rather round that up and use a whole percentage of 3.0%. Mike Vore asked for a motion. Motion by Kevin Tacke to approve a Cost of Living Adjustment of 3.0% for OMWD employees effective July 1, 2017. Brad Hodges second the motion with an amendment to pursue merit increase plan for the following fiscal year. Kevin Tacke agreed to the amendment. Ayes all, motion carries.
5. General Manager's Update was next on the agenda. Chad updated the group on water operations. He talked about staff going out and performing meter reads on OMWD's radio read meters and demonstrating a new unit to help facilitate faster meter reading for future use. Also discussed was the noted decline in billed consumption as well as plant production and how that was affecting the bottom line. Chad talked about the current issues OMWD was experiencing with our computer server. There was a question about looking at the possibility of migrating to cloud computing as well as revisiting the possibility of joining our office operating system with the City's. Chad talked about the Home Base Iowa Initiative that had been discussed by Mike Schrock the previous month and how the City Council had recently approved Oskaloosa becoming a Home Base Iowa community. Chad asked the Board to provide guidance for future action on this Initiative as it applied to OMWD. He also discussed a letter that was received regarding moving to master metering for manufactured home complexes in the upcoming months from attorneys representing one of the affected complexes. Chad talked about operating issues

at the water treatment plant and those were currently being handled in addition to work that had been completed on the raw water wells. He updated the group on work underway on South F Street replacing old 6" water main and some different fire hydrants that were being replaced around Oskaloosa. There was no action taken by the Board.

6. The last agenda item was updates from members of the Board of Trustees. Kevin Tacke asked about OMWD's work on switching out water meters and the migration to radio read meters and the work entailed on this project. Mike Vore informed the group that at next month's meeting they would be completing Chad's annual review and asked that the group work on this review and send their responses to Mike so that he could compile them. He also reminded everyone that beginning next month the Board meeting dates and times would be changing to the second Monday of the month at 4:00 PM.

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

ATTEST

Meeting Adjourned 4:28 PM

Mike Vore – Chairman

Kevin Tacke– Secretary

The Oskaloosa Water Department Board of Trustees met in regular session Monday June 19, 2017 at 3:00 PM with board members Carter, Hodges, Tacke and Vore present. The agenda was approved as presented. Ayes all, motion carried. Minutes of the 5/15/17 regular meeting were approved as presented. Ayes all, motion carried. Invoices and financial statements were approved for payment, Ayes all, motion passed.

Following Warrants Allowed: (see attached sheet)

The first item on the agenda was Customer Forum. There were no items presented to the Board. Next on the agenda was consideration and discussion of curb stop at 1124 High Avenue East. Tacke made a motion to set up payment plan option with the owner of 1124 High Avenue East to prevent the property from being lienied. Second by Hodges. Ayes all, motion passed. Next was discussion of wastewater operations. There was no action taken by the Board of Trustees.

Consideration and discussion of annual cost of living adjustment was next on the agenda. Motion by Tacke to approve a 3.0% cost of living increase for OMWD employees effective July 1, 2017. Second by Hodges with the amendment that a merit based system be pursued for the following fiscal year. Tacke agreed to the amendment. 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. 4:18 PM.

Kevin Tacke, Secretary