

**OSKALOOSA WATER BOARD**  
**REGULAR MEETING**  
7/10/17

**Members Present:**

Jason Carter (arrived 4:14 PM)  
Dan Nance  
Kevin Tacke  
Mike Vore

**Others Present:**

Chad Coon  
Crystal Breuklander  
Ken Allsup

**Ex-Officio Members Present:**

Mike Schrock  
Mayor Krutzfeldt

A motion was made by Mike Vore and 2<sup>nd</sup> by Kevin Tacke to approve the agenda as presented. Ayes; Nance, Tacke, Vore. Absent, Carter, motion carried.

Reorganization of the Board was the next agenda item. Motion by Vore that Tacke be the new Board of Trustees' Chair and Hodges be the new Board of Trustees' Secretary. Second by Nance. Ayes; Nance, Tacke, and Vore. Absent; Carter. Motion passed.

A motion was made Mike Vore to approve the minutes of the 6/19/17 regular meeting. The motion was 2<sup>nd</sup> by Dan Nance. Ayes; Nance, Tacke, and Vore. Absent; Carter. Motion passed.

The attached vouchers totaling \$303,849.47 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 Kevin Tacke. Jason Carter arrived at this point in the meeting. Ayes all, motion carried.

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1. Customer Forum was the next agenda item. There were no items presented to the Board of Trustees.
  2. The next agenda item was discussion of waste water operations. Chad updated the group on collections and treatment operations as well as a quick status update on the capital project underway for sanitary and storm sewer. There was discussion about a sinkhole on 5<sup>th</sup> Avenue West that was in an area that will see future capital work, and the need to be changing out meters for city facilities even though no revenue is captured. There was also a brief discussion of treated effluent being pumped to Edmundson Golf Course and the possibility of Harvest Point purchasing some of that effluent for their own irrigation needs.

3. Consideration and discussion of future stop box and curb stop repairs was next on the agenda. The Board was presented with information showing what surrounding communities are doing for stop box repairs. The discussion then turned to looking at how OMWD should proceed. Ideas for this ranged from charging interest at 9% similar to the City, to having property owners sign an agreement to disclose needed work, to having staff complete the repairs. Ultimately, Chad was directed to have legal counsel draw up an agreement that could be signed by the property owner and OMWD that would allow OMWD to charge 9% interest for any work that OMWD completed or paid others to complete.
4. General Manager's update was the next agenda item. The group was informed about operations in distribution and how the progress on installing new main on South F Street was going, how they were working with MCRF to help locate a leak at the Lacey Complex, office operations and how shut-offs were up this last month, and the treatment plant and how even though there has been little rain fall, plant production is also still lower than normal, possibly due to continued conservation by customers as a result of water and sewer rate increases.
5. The next item was updates from members of the Board. Mayor Kruzfeldt asked the Board to consider how it currently funds water main installation in unserved areas as a tool for local development. Mike Schrock talked about revisiting the declining block rate structure for large industrial users on both water and sewer rates to assist with industrial recruitment of current business expansion as well as bringing in new businesses.
6. Next on the agenda was Closed Session to evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session. Iowa Code § 21.5(1) (i) (2012). Chad Coon requested the closed session for his annual review by the Board. The roll call was; Carter yes, Nance yes, Tacke yes, and Vore yes. Closed session started at 5:10 PM. Jason Carter needed to leave during the closed session. He left the meeting at 5:19 PM. There was a motion to end the closed session by Dan Nance and second by Mike Vore. Roll call vote; Nance yes, Tacke yes, Vore yes. Closed session ended at 5:39 PM.
7. Next on the agenda was consideration and discussion of possible action of the General Manager's employment contract with OMWD. Motion by Dan Nance to have the contract remain the same as it currently is with a 2019 end date. This was second by Mike Vore. Ayes all, motion passed.

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

ATTEST

Meeting Adjourned 5:41 PM

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Kevin Tacke – Chairman

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Brad Hodges– Secretary

The Oskaloosa Water Department Board of Trustees met in regular session Monday July 10, 2017 at 4:00 PM with board members Nance, Tacke and Vore present. The agenda was approved as presented. Ayes; Nance, Tacke, and Vore. Absent; Carter, motion carried. Reorganization of the Board was the next agenda item. Motion by Vore for Tacke to move to Chair and Hodges to Secretary. Nance second the motion. Ayes; Nance, Tacke, and Vore. Absent; Carter, motion carried. Minutes of the 6/19/17 regular meeting were approved as presented. Ayes; Nance, Tacke, and Vore. Absent; Carter, motion carried. Carter entered the meeting at this point. The time was 4:14 PM. Invoices and financial statements were approved for payment, Ayes all, motion passed.

**Following Warrants Allowed: (see attached sheet)**

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Customer Forum, Discussion of waste water operations, Consideration and discussion of future stop box and curb stop repairs, General Manager's update and Updates from members of the Board of Trustees all saw discussion by the Board of Trustees, but there was no formal action taken by the Board.

General Manager Chad Coon asked for a closed session under Iowa Code § 21.5(1) (i) (2012) for the annual employee review by the Board of Trustees. Roll call vote; Carter yes, Nance yes, Tacke yes, Vore yes. Closed session was entered at 5:10 PM. At 5:19 PM Carter left the meeting. Motion by Nance to end closed session and enter open session again. Second by Vore. Roll call vote; Nance yes, Tacke yes, Vore yes. Closed session ended at 5:39 PM.

The last agenda item was consideration and discussion of possible action on the General Manager's employment contract with Oskaloosa Municipal Water Department. Motion by Nance to have the contract remain the same as it currently is with a 2019 end date. Second by Vore. Ayes all, motion passed.

Motion was made for adjournment by Nance, and second by Vore. Ayes all, meeting adjourned. 5:41 PM.

Kevin Tacke, Secretary