

**WATER BOARD OF TRUSTEES**

**Regular Meeting**

**September 11, 2017**

**4:00 PM**

**Location: 1208 South 7<sup>th</sup> St.**

**Agenda**

1. Approve agenda.
2. Moment of silence in remembrance of victims of the September 11, 2001 terrorist attacks.
3. Approve minutes of the August 14, 2017 regular meeting.
4. Approve invoices and financial statements.
5. Customer forum.
6. Consideration and discussion of high water bill for 905 South 1<sup>st</sup> Street.
7. Consideration and discussion for memorandum of understanding joint purchase 2018 truck.
8. Discussion of wastewater operations.
9. General Manager's update.
10. Updates from members of the Board of Trustees.
11. Closed session to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation. Iowa Code § 21.5 (1) (c)
12. Adjourn.

## **INFORMATION CONCERNING AGENDA ITEMS:**

### **Agenda Item #5**

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.”

Willis VanderLinden, 2178 228<sup>th</sup> Drive, talked to staff about potentially coming to the Board meeting to discuss water rates for those outside city limits. His attendance has not yet been confirmed. This would also tie in with the topic of rates that will be discussed with the GM update.

### **Agenda Item #6**

Danyel Willhour, 905 South 1<sup>st</sup> Street, will be in attendance to discuss a high water bill that she received over a period of a few months. Staff notified her of the high usage and she was able to find a toilet in the basement that was leaking. She has applied for and received a sewer reduction per City policy. What she is requesting is a payment arrangement out until December. Since staff cannot go out that far this item will require Board action. Account information will be available at the Board meeting.

### **Agenda Item #7**

This is to consider a joint purchase agreement with the City for a 2018 Ford pickup truck that will be used for water and sewer. This is a budgeted item and is to be split evenly between OMWD and the City. This agreement was requested to allow both organizations a defined picture of the purchase and subsequent responsibilities.

### **Agenda Item #8**

In the last month staff have been able to televise 5111 feet of main, jet 4060 feet, and root cut 200 feet. They used 25,500 gallons of water during this work. They also used some root killer on a section of main out by Van Maanen Electric (the old Dickinson Company Inc.) on D Avenue West that had an ongoing problem with root balls. This particular chemical does not contain copper sulfate and will not adversely affect copper limits at the treatment plants for our NPDES permits. A Purchase Order has been approved to bring in a contractor in October to perform about 2500 – 3000 feet of root foaming in the collection system. This system is guaranteed not to upset our treatment plants and also has a 2 year guarantee that roots will not grow back in the mains. Staff have fixed a storm drain washout that was near the public sidewalk at the intersection of South B and 8<sup>th</sup> Avenue West. They have talked with representatives from various companies for capital equipment and project needs for the current year and are working on obtaining quotes for those purchases. Staff have performed maintenance on a variety of equipment at the plants as well as at lift stations. They were out

working on their list of 30, 60, and 90 day sewer jetting as well. Staff have also been attending various classes and meetings the last couple of weeks, some going to AWWA and others going to IAWEA for training. As far as the plants, samples of the digester have been taken and sent to the lab for analysis before fall land application. Changes were recently made at the south plant to help deal with deteriorating conditions due to the drought and the amount of septic waste coming in from the system. We continue to need to recirculate a decent amount of water at the NE plant to keep the trickling filter operating at optimum levels. For the month of August we pumped 2,465,000 gallons of effluent to Edmundson golf course for irrigation. Drish continues to work on installing storm sewer along North L and A Avenue West, working on the intake structures as of this writing and also installing sanitary sewer on 5<sup>th</sup> Avenue West. The sanitary has been bored in underneath of South Market on 5<sup>th</sup> and they are working back to the west to connect with the manhole that was installed between South A and South B streets. Budgeting has started for FY18-19. Chad will meet with Akhilesh to determine those needs and get ready to present them for further discussion with the City Manager. Streets, Waste Water and Water have moved forward with entering into a safety cluster with the Iowa Association of Municipal Utilities to provide monthly safety programs here in Oskaloosa. The costs are being split equally among the groups and the topics were chosen to be relevant to current operations. An updated spreadsheet will be available at the meeting and will be emailed out some time on Monday.

#### **Agenda Item #9**

There were two water main breaks in the last month. One of natural causes on Edmundson Drive and the other caused by Drish on 5<sup>th</sup> Avenue West and South Market.

There were 74 accounts that were shut off this month for non-payment.

The map of OMWD's service area will be available at the meeting for review. Also included with your packets will be a pdf of Mahaska Rural Water's rate structure. Their base rate is substantially higher than ours, but their usage rates are lower. They also have a declining block rate so the more you use the less you pay. The revenue outside of city limits is \$200,000. Based on double rates, OMWD could expect to lose \$100,000 if rates were made the same everywhere. We contacted Tyler Technologies last month after the Board meeting as requested and asked the questions raised by the group. They have not yet responded.

Crystal has started working on budgeting for the 28E and issues related to waste water operations for personnel expenses.

Hydrant flushing will be scheduled and starting in the near future.

#### **Agenda Item #10**

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

#### **Agenda Item #11**

There is pending litigation that will need to be discussed and as such a closed session is recommended. There will need to be a roll call vote to enter into closed session. Details have been provided earlier through emails and will also be available at the meeting.

## INFORMATION CONCERNING AGENDA ITEMS:

### Agenda Item #2

This is the time and place to hold the Public Hearing for the Water Tower Maintenance project. Notice was published in the Oskaloosa Herald on September 7<sup>th</sup> regarding this meeting and the public hearing. We will need a motion to open the public hearing, ask for any comments from the audience, and then a motion to close the public hearing.

Board members – please do not use this time to discuss this issue. The public hearing portion is a time to be used by members of the audience. Board members will be able to discuss the issue during the following agenda item.

### Agenda Item #3

Jack Pope will be in attendance to present the tabulated bids to the Board for this project. Bids were opened at 11:00 AM Thursday the 7<sup>th</sup>. There were 6 bids presented. All bids appeared to have the proper bid bond with them. They are from lowest to highest:

| <b>Name</b>           | <b>Base Bid</b> | <b>Alternate 1N</b> | <b>Alternate 1S</b> | <b>Total</b> |
|-----------------------|-----------------|---------------------|---------------------|--------------|
| Maguire Iron          | \$398,800.00    | \$3500.00           | \$3500.00           | \$405,800.00 |
| W.W. Sandblasting     | \$430,000.00    | \$3000.00           | \$3000.00           | \$436,000.00 |
| J.R. Stelzer          | \$471,380.00    | \$4000.00           | \$4500.00           | \$479,880.00 |
| Utility Service Co.   | \$485,400.00    | \$3500.00           | \$3500.00           | \$492,400.00 |
| TMI Coatings          | \$556,000.00    | \$3500.00           | \$3500.00           | \$563,000.00 |
| Central Tank Coatings | \$571,000.00    | \$7500.00           | \$7500.00           | \$586,000.00 |

**Alternate 1N** refers to the alternate bid of the North Tower lettering. **Alternate 1S** refers to the alternate bid for the South Tower lettering. In discussing the bids with Jack after opening it is staff's recommendation to proceed with awarding the bid to Maguire Iron. This item is a FY17-18 capital improvement budgeted item. The budgeted amount for this work is \$440,000.00. This work should fall below the budgeted amount barring any large contingencies.