

**OSKALOOSA WATER BOARD**  
**REGULAR MEETING**  
6/11/18

**Members Present:**

Jason Carter  
Brad Hodges  
Dan Nance  
Kevin Tacke

**Others Present:**

Chad Coon  
Crystal Breuklander

**Ex-Officio Members Present:**

Mike Schrock

The meeting was called to order at 4:02 PM.

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

Motion by Brad Hodges to approve the minutes of the 5/14/18 regular meeting, second by Jason Carter. Ayes; Carter, Hodges, Nance, and Tacke. Absent; Vore, motion carried.

The attached vouchers totaling \$845,878.30 were presented for approval as well as Financial Statements. A motion was made by Dan Nance to approve the vouchers for payment and to also approve the Financial Statements. This was second by Kevin Tacke. Ayes; Carter, Hodges, Nance, and Tacke. Absent; Vore, motion carried.

1. Customer Forum was the next agenda item. There were no items presented.
2. Consideration and discussion of water meter reading contract with Van Wert Inc. was the next agenda item. Chad presented the contract, which had already been signed by Van Wert Incorporated's President Rex Van Wert, to the Board. He explained that this was the same contract that had been presented to the Board previously for discussion. Motion by Brad Hodges to approve the contract as presented. Jason Carter second the motion. Dan Nance asked that the Board review the contract each January to see if there were any changes necessary. Ayes; Carter, Hodges, Nance and Tacke. Absent; Vore, motion passed.
3. Next on the agenda was consideration and discussion of wage rates and annual cost of living increase. Chad presented information to the Board showing what was being proposed as a new merit based pay system for OMWD employees. There was also information showing current wage rates of employees versus an averaged market mid-point compiled from a variety of sources. There were a variety of questions during the

discussion about how this would be implemented and when and if employees had been informed of the new system. Kevin Tacke asked that the implementation happen after employees were aware of the system and it had been inserted into the employee manual. Chad stated that he would clean up some of the wording and bring it back for Board approval with examples of how it would affect employees using this year's employee evaluation numbers. Chad then asked the Board how they would like to proceed with increases effective July 1 for employees. There was information provided that showed what other utilities and government organizations in the area were planning for FY18-19 raises. Dan Nance made a motion to provide a 2% flat increase effective July 1. Kevin Tacke second the motion. Brad Hodges stated that he felt that 2% was low and offered an amendment to the motion for a 3% increase. Dan stated that he was not in favor of the amendment and called for the vote. Ayes; Nance. Nays; Carter, Hodges and Tacke. Absent; Vore. Motion failed. Brad Hodges made a motion to provide a 3% increase to wages effective July 1. Jason Carter second the motion. There was a question about how this would be applied to the General Manager since his review was scheduled for the month of July. Chad stated that he would wait until after the review process for any decision by the Board, and it could then be applied retroactively if needed. Ayes; Carter, Hodges, and Tacke. Nays; Nance. Absent; Vore. Motion carries.

4. The next agenda item was discussion of waste water operations. Chad had provided an update in the agenda information and asked that if possible moving forward if instead of reading through all of the information each month if this item could be used as an update and if the group had questions about operations, that they ask him those questions. The group agreed that it would be wise to move forward in that manner. Kevin asked about the City's jetter truck and when it would be fixed. Chad stated that it had just been fixed and staff picked it up that morning and would be putting it back in service and trying to get caught up on jetting and televising. Kevin asked how that would affect the 28E agreement with the City, if we were not able to meet the deadlines established in the agreement. Mike Schrock stated that he would rather re-work the agreement if it was found that the timelines as previously determined were unrealistic. There was no action taken by the Board.
5. General Manager's update was the next agenda item. Chad also stated that he would prefer not to read the entirety of the update and asked that the group simply pose any questions that they had regarding water operations. There was a question about the status of the water tower painting project that was underway. Chad informed everyone that according to the contractor he spoke with over the weekend, the riser was completely blasted and primed but the bowl was taking longer than anticipated due to the thickness of the existing coating being more than previously thought. There was also a question about the status of the Marje Phase II water main. Chad explained that there was sewer main being installed currently but that a construction permit had not yet been issued by the Iowa DNR for the water main. Once that permit was issued and OMWD had a full

set of plans for the water main, Chad would have an agenda item for approval of the water main construction to put in front of the Board of Trustees. There was no action taken by the Board for this topic either.

6. The last agenda item was updates from members of the Board of Trustees. Jason talked about a policy that may need to be added for how OMWD handled health insurance for employees in regard to adding additional insureds. Chad provided some background and stated that he had contacted both OMWD's insurance agent as well as legal counsel. It was suggested that Chad contact the law firm of Ahler's and Cooney in Des Moines as they specialize in employment law. Chad stated that he would make contact with that firm, as they had reworked OMWD's current employee manual in 2015. If needed, he would bring a policy to the Board for approval.

There being no further items to discuss, it was moved by Brad Hodges and second by Jason Carter to adjourn. Ayes; Carter, Hodges, Nance, and Tacke. Absent; Vore. Motion carries.

ATTEST

Meeting Adjourned 5:37 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 June 11, 2018 with board members Carter, Hodges, Nance, and Tacke, present. The meeting was called to order at 4:02 PM. Motion to approve the agenda as presented made by Carter and second by Hodges. Ayes; Carter, Hodges, Nance, and Tacke. Absent; Vore. Motion carried. Motion to approve minutes of the 5/14/18 regular meeting as presented was made by Hodges and second by Carter. Ayes; Carter, Hodges, Nance, and Tacke. Absent; Vore; motion carried. Motion to approve the invoices and financial statements was made by Nance and second by Tacke. Ayes; Carter, Hodges, Nance, and Tacke. Absent; Vore; motion passed.

Following Warrants Allowed: (see attached sheet)

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The next item on the agenda was Customer Forum. There were no items presented.

The next item was consideration and discussion of water meter reading contract with Van Wert Inc. Motion by Hodges to approve the contract as presented. Second by Carter. Ayes; Carter, Hodges, Nance, and Tacke. Absent; Vore. Motion passed.

The next agenda item was consideration and discussion of wage rates and annual cost of living increase. Motion to approve a 2% increase for employees effective 7-1-18 made by Nance.

Second by Tacke. Amendment to the motion offered by Hodges to increase this to 3% which was second by Carter. Nance denied the amendment to the motion and called the vote. Ayes; Nance. Nays; Carter, Hodges, and Tacke. Absent; Vore. Motion failed. There was then a motion by Hodges for a 3% increase for employees effective 7-1-18. Second by Carter. Ayes; Carter, Hodges and Tacke, Nays; Nance. Absent; Vore. Motion carried.

The next three items, Discussion of waste water operations, General Manager's Update, and Updates from members of the Board of Trustees all saw discussion but no action taken by the Board of Trustees.

Motion was made for adjournment by Hodges, and second by Carter. Ayes; Carter, Hodges, Nance, and Tacke. Absent; Vore. Meeting adjourned. 5:37 PM.

Brad Hodges, Secretary