

**OSKALOOSA WATER BOARD
REGULAR MEETING**

11/12/2019

Members Present:

Tony Erwin
Brad Hodges
Brandon Strasser
Kevin Tacke

Others Present:

Crystal Breuklander
Kelly Hefner

Ex-Officio Members Present

Dave Krutzfeldt

The Oskaloosa Water Department Board of Trustees met in regular session Tuesday November 12, 2019 with board members Tacke, Hodges, and Strasser present. The meeting was called to order at 4:04 pm.

The Oath of Office was read and signed by Tony Erwin as the newly appointed Water Board of Trustees member. The original will go to City Hall and a copy will be kept with the minutes. A motion was made by Kevin Tacke and seconded by Brandon Strasser to approve the agenda as presented. Ayes; Hodges, Tacke, Erwin and Strasser. Nays; none. motion carried.

Kevin Tacke and Brandon Strasser both found typographical errors in the minutes as presented. GM Kelly Hefner acknowledged and will correct. A motion was made by Kevin Tacke to approve the minutes of the October 14, 2019 regular meeting with said corrections, seconded by Brandon Strasser. Ayes, Hodges, Strasser, Erwin, and Tacke. Nays; none. Motion carried.

Item # 4 was consideration and discussion of Pay application # 7 to KLC construction. Kelly Hefner stated KLC is almost done, although KLC is over time limits. A motion was made by Kevin Tacke to approve pay estimate #7 to KLC construction in the amount of \$23,431.75, seconded by Brandon Strasser. Ayes; Hodges, Tacke, Strasser and Erwin. Nays; none. Motion passed.

Item # 5 was consideration and discussion of Pay estimate #2 to Cornerstone Excavating. Kelly Hefner stated that the job was almost completed, just grading and finish work left to be completed. A motion was made Brad Hodges to approve Pay estimate #2 to Cornerstone Excavating in the amount of \$ 232,873.79, seconded by Kevin Tacke. Ayes; Erwin, Hodges, Tacke, and Strasser. Nays; none. Motion passed.

Item # 6 was to approve Invoices and Financial Statements. There was a discussion about the monthly expenses and where the Department was in the fiscal year. Kevin Tacke asked about the expense for a new deal drawer. Crystal explained how the old drive up window mechanism had failed and smoked up the office. Brad Hodges commented on the audit report in Board members packets, and that it was satisfactory. A motion was made by Kevin Tacke to approve the Invoices and Financial Statements as presented, seconded by Brad Hodges. Ayes; Tacke, Hodges, Strasser, and Erwin. Nays; none. Motion passed.

Item # 7 was customer forum. No action taken.

Item # 8 was PFM, Cash Flow Analysis and Block Rate study. Susanne Gerlach from PFM presented the board with the Cash Flow Analysis. According to her figures, OMWD is on track to not raise rates for the upcoming year and 2% next fiscal year. Susanne commented that the CIP modifications were driving that, and the CIP looked much more sustainable for OMWD. A presentation was then given on the block rate study. Various options were presented to the Board, based on different scenarios of level of consumption, fixed rate charge, and a combination of both. The Board thanked them for the presentation and expressed the need to study the results.

GM update was next on the agenda. Kelly Hefner discussed the security system proposal, and the Board indicated they would like to update the CIP before acting. Brad Hodges suggested having a Budget working session on November 18. Kevin Tacke requested it be scheduled for 5:00 pm. Kelly informed the Board that Quinn Aalfs had been named as an interim Wastewater Plant operator.

Kevin Tacke made a motion to adjourn, seconded by Brad Hodges. Ayes; Erwin Tacke, Hodges, and Strasser.

ATTEST

Meeting Adjourned 5:56 PM

Brad Hodges-Chairman

Jason Carter – Secretary