

**OSKALOOSA WATER BOARD
REGULAR MEETING**

12/9/2019

Members Present:

Tony Erwin
Brad Hodges
Brandon Strasser
Jason Carter

Others Present:

Crystal Breuklander
Kelly Hefner

Ex-Officio Members Present

Dave Krutzfeldt
Doug Yates
Michael Schrock

The Oskaloosa Water Department Board of Trustees met in regular session Monday December 9, 2019 with board members Carter, Erwin, Hodges, and Strasser present. The meeting was called to order at 4:00 pm.

A motion was made by Jason Carter to approve the agenda, seconded by Brandon Strasser. Ayes; Hodges, Carter, Strasser and Erwin. Nays; none. Motion passed.

Item # 2 was approving the minutes of the November 11 regular meeting, and the November 18 special meeting. A motion to approve was made by Brad Hodges, seconded by Brandon Strasser. Ayes; Hodges, Strasser, Erwin, and Carter. Nays; none. Motion passed.

Item #3 Consideration and discussion of Pay Application # 8 KLC Construction. GM Kelly Hefner explained that although the project was over time limits, the work for pay estimate was accurate, but that KLC had a very large amount of finish work to complete. A motion to approve in the amount of \$28,006.81 was made by Jason Carter, seconded by Brad Hodges. Ayes; Erwin, Hodges, Strasser, and Carter. Nays; none. Motion passed.

Item #4 consideration and discussion of Pay Application # 3 Cornerstone Excavating. GM Kelly Hefner informed the Board that the quantities in the pay estimate were accurate, and he wished all projects went this smoothly. A motion to approve in the amount of \$40,830.48 was made by Jason Carter, seconded by Tony Erwin. Ayes; Erwin, Hodges, Strasser, and Carter. Nays; none. Motion passed.

Item #5 was to approve Invoices and Financial Statements. There was discussion about a large ticket invoice for backhoe repair, GM Kelly Hefner informed the Board it was a highly unusual

repair item for such a new machine. There was also discussion about a new furnace for the OMWD shop, as the old one had failed. A motion to approve in the amount of \$521,861.44 was made by Brad Hodges, seconded by Jason Carter. Ayes; Erwin, Hodges, Strasser, and Carter. Nays; none. Motion passed.

Item # 6 Customer forum, no action taken.

Item # 7 Bev Stephen, discussion of sick time payout Royce Stephen. Bev Stephen requested the Board reconsider the language in their employee manual concerning payout of sick time. She knew the language was not intended to slight an employee who passed away before retiring, but that was the effect. Brad Hodges stated that he thought there could be a resolution to her concern, as he had discussed with GM Kelly Hefner different options, including changing OMWD language to match the City of Oskaloosa employee manual. Ex-officio member Doug Yates stated that he felt it should change, that it was just the right thing to do. The Board instructed the General Manager to bring a resolution updating the employee manual to reflect the same language as the City of Oskaloosa employee manual for the January regular meeting.

Item #8, Public hearing for amended Fiscal Year 2019/2020 budget. A motion to open the hearing was made by Jason Carter, seconded by Brandon Strasser. Ayes; Erwin, Hodges, Strasser, and Carter. Nays; none. Motion passed. No comments during hearing. A motion to close the hearing was made by Brad Hodges, seconded by Jason Carter. Ayes; Erwin, Hodges, Strasser, and Carter. Nays; none. Motion passed.

Item # 9, consideration and discussion of amended Fiscal Year 2019/2020 budget. There was discussion about the amended budget, that it was being reduced from a deficit of \$199,536 down to a deficit of \$71,961. . A motion was made by Brad Hodges to approve as presented, seconded by Jason Carter. Ayes; Erwin, Hodges, Strasser, and Carter. Nays; none. Motion passed.

Item # 10, Public Hearing for proposed Fiscal Year 2020/2021 Budget. A motion to open the public hearing was made by Brad Hodges, seconded by Brandon Strasser. Ayes; Erwin, Hodges, Strasser, and Carter. Nays; none. Motion passed. No comments during hearing. A motion to close the hearing was made by Jason Carter, seconded by Brad Hodges. Ayes; Erwin, Hodges, Strasser, and Carter. Nays; none. Motion passed.

Item # 11, Consideration and discussion of proposed budget for Fiscal Year 2020/2021. There was a discussion about whether a rate increase was included in this budget, and GM Kelly Hefner explained there was not. A motion was made by Brad Hodges to approve as presented, seconded by Jason Carter. Ayes; Erwin, Hodges, Strasser, and Carter. Nays; none. Motion passed.

Item # 12, General Managers update, Wastewater Treatment Operator job description. Kelly Hefner asked the Board to approve the job description so the job could be posted to fill the vacancy. Board member Brad Hodges and xc-officio member Doug Yates expressed a need for a language change to reflect that the Wastewater Treatment Operator will report to the Wastewater Supervisor. A motion was made to approve with language changes by Brad Hodges, seconded by Brandon Strasser. Ayes; Erwin, Hodges, Strasser, and Carter. Nays; none. Motion passed.

Item # 13 Updates Board of Trustees, no action taken.

A motion to adjourn was made at 4:56 pm by Jason Carter, seconded by Brandon Strasser. Ayes; Erwin, Hodges, Strasser, and Carter. Nays; none. Motion passed.
Meeting adjourned.

ATTEST

Meeting Adjourned 4:56 PM

Brad Hodges – Chairman

Kevin Tacke– Secretary