

**OSKALOOSA WATER BOARD  
REGULAR MEETING**

1/13/2020

**Members Present:**

Tony Erwin  
Brad Hodges  
Brandon Strasser  
Kevin Tacke

**Others Present:**

Crystal Breuklander  
Kelly Hefner  
Jack Pope

**Ex-Officio Members Present**

Michael Schrock  
Doug Yates

The meeting was called to order at 4:00 PM.

A motion was made by Brad Hodges to approve the agenda as presented, seconded by Brandon Strasser. Ayes; Hodges, Strasser, Tacke and Erwin. Nays; none. Motion carried.

A motion to approve the minutes as presented was made by Brandon Strasser, seconded by Brad Hodges. Ayes; Hodges, Strasser, Tacke and Erwin. Nays; none. Motion carried.

Item # 3 was consideration and discussion of Change Order #1, Cornerstone Excavating. A motion to approve Change Order #1 in the amount of \$8828.48 was made by Kevin Tacke, seconded by Tone Erwin. Ayes; Hodges, Strasser, Tacke and Erwin. Nays; none. Motion carried.

Item #4 was consideration and discussion of Pay application # 4, Cornerstone Excavating. A motion to approve Pay application #4 in the amount of \$19,000 was made by Brad Hodges, seconded by Kevin Tacke. Ayes; Hodges, Strasser, Tacke and Erwin. Nays; none. Motion carried.

Item #5 was consideration and discussion of Pay application #9, KLC construction. There was a discussion between Board members, Engineer Jack Pope and GM Kelly Hefner about liquidated damages being assessed at closeout of this project. A motion to approve Pay application #9 to KLC construction in the amount of \$15,089.80 was made by Kevin Tacke, seconded by Brandon Strasser. Ayes; Hodges, Strasser, Tacke and Erwin. Nays; none. Motion carried.

Item #6. A motion to approve Invoices and Financial Statements as presented was made by Brad Hodges, seconded by Kevin Tacke. Ayes; Hodges, Strasser, Tacke and Erwin. Nays; none. Motion carried.

Item #7, Customer Forum, no action was taken.

Item #8 was Consideration and discussion of Employee Manual Section 4,B Sick Leave. A discussion was had by all present about importance of changing this section and that it be correctly worded. A motion was made by Brad Hodges to update Employee Manual Section 4,B Sick Leave as follows; Employees hired before January 1, 2016, if employed at the time of death, payment to the employees beneficiary as provided in the employee's life insurance policy according to the schedule above, effective 10-1-2019, seconded by Kevin Tacke. Ayes; Hodges, Strasser, Tacke and Erwin. Nays; none. Motion carried.

Item #9 was GM update. GM Kelly Hefner brought the Board up to date on water and sewer operations. A discussion was had about the upcoming renewal date for the 28E agreement. No action was taken.

Item# 10 was Members of the Board of Trustees updates. No action taken.

Item #11 was discussion of Process for General Manager 6-month review. Board Chairman Brad Hodges suggested that he send out reviews to other Board members to be returned and he would conduct the 6-month review with the General Manager. The normal Fiscal Year end review would be done as before in July.

A motion was made to adjourn by Brad Hodges, seconded by Kevin Tacke. Ayes; Hodges, Strasser, Tacke and Erwin. Nays; none. Motion carried.

Meeting adjourned at 5:33 PM

ATTEST

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Brad Hodges – Chairman

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Jason Carter– Secretary