

**OSKALOOSA WATER BOARD
REGULAR MEETING
1/8/18**

Members Present:

Jason Carter
Brad Hodges
Kevin Tacke (arrived at 4:07 PM)
Mike Vore

Others Present:

Chad Coon
Crystal Breuklander
Ken Allsup

Ex-Officio Members Present:

Dave Krutzfeldt
Tom Jimenez (arrived 4:49)

The meeting was called to order at 4:06 PM when quorum was reached.

A motion was made by Mike Vore and 2nd by Jason Carter to approve the agenda as presented. Ayes Carter, Hodges, Vore. Absent Nance and Tacke, motion carried.

A motion was made Jason Carter to approve the minutes of the 12/11/17 regular meeting as presented. Second by Brad Hodges. Ayes Carter, Hodges, Vore. Absent Nance and Tacke, motion carried. Kevin Tacke entered the meeting at this point, the time was 4:07 PM.

The attached vouchers totaling \$330,717.56 were presented for approval as well as Financial Statements. A motion was made by Mike Vore to approve the vouchers for payment and to also approve the Financial Statements. This was second by Jason Carter. Ayes Carter, Hodges, Tacke, and Vore. Absent Nance, motion carried.

1. Customer Forum was the next agenda item. There were no items presented to the Board of Trustees.
2. Next on the agenda was consideration and discussion of Agreement for Professional Services with Garden & Associates for Water System Improvements, A Avenue West, Hwy 432, and North L Street. The agreement was presented to the Board and Chad discussed the amounts for different segments of work that were identified in the agreement and that it was set up as a “not to exceed” agreement for services. There were questions about this work and its location as well as whether or not this work would be conducive for future development from a capacity standpoint. Chad explained that this work would eliminate an old private 4” line that has had its share of problems and increase firefighting capacity significantly to the area. He also stated that this would supply ample water for future developments to this area. Motion by Brad Hodges to approve the Agreement for Professional Services with Garden & Associates for Water System Improvements, A Avenue West, Hwy 432, and North L Street as presented. Mike Vore made the second. Kevin Tacke asked that the motion be amended to include the “not to exceed” value of \$105,000. Brad amended his motion to approve the agreement with Garden not to exceed \$105,000. Mike Vore amended his second to

include the same. Ayes, Carter, Hodges, Tacke, and Vore. Absent Nance, motion passed.

3. The next item on the agenda was discussion of the proposed FY18-19 budget. Chad opened the discussion by reviewing the proposed budget and explaining increases or decreases to line items. There were questions that Mayor Krutzfeldt asked on behalf of Mike Schrock who was unable to attend. There were also questions about what kind of a rate increase could be expected with this budget proposal. Chad showed the group the cash flow analysis as prepared by Susanne Gerlach with Public Financial Management (PFM). The first analysis showed a 3% increase in rates for the upcoming year, a 3.5% increase the following year, and a 12.5% increase in year three. There was a question about evening out the increases so that there was not a dramatic increase in year three. Chad passed out another cash flow analysis that PFM had prepared showing a 7.5% increase this year and then successive 5% increases that would keep OMWD's cash balances above 35% of their operating expenses. Chad stated the Susanne would be present at next Monday's to go through the cash flow and provide more information. Chad reminded everyone that the meeting next Monday was for a public hearing on the proposed budget and then the approval of that budget. He was asked to go back through the email from Mike Schrock and provide answers or other discussion of the questions raised before the next meeting. There was no action taken by the Board of Trustees.
4. Waste Water operations was the next agenda item. Chad went through the information that he had provided in the agenda to the group discussing collection system as well as plant operations. Some of the highlights were an additional 3025' of sewer main televised before the weather turned colder and forced a shutdown of televising, bio-solids removal was finished for the year and over 2,000,000 gallons of bio-solids were removed from the equalization basin before we ran out of ground to apply the bio-solids on. There was no action taken on this agenda item.
5. General Manager's update was next on the agenda. Chad updated the group on the number of leaks that occurred during the last month, the number of shut-offs for non-payment and the rising price of meter reads from the contractor used for that service. Chad was asked to have a new contract drawn up for meter reading services. There was no formal action taken by the Board. Jason Carter left the meeting at this point, the time was 5:15 PM.
6. The last agenda item was updates from the Board of Trustees. There was a comment of appreciation from Brad Hodges about getting the conversion factor from units to gallons printed on the water bills.

There being no further items to discuss, it was moved by Kevin Tacke and second by Mike Vore to adjourn.

ATTEST

Meeting Adjourned 5:17 PM

Kevin Tacke – Chairman

Brad Hodges– Secretary

The Oskaloosa Water Department Board of Trustees met in regular session Monday January 8, 2018 with board members Carter, Hodges, and Vore present. The meeting was called to order at 4:06 PM. The agenda was approved as presented. Ayes Carter, Hodges, Vore; Absent Nance and Tacke. Motion carried. Approved minutes of the 12/11/17 regular meeting as presented. Ayes Carter, Hodges, Vore; Absent Nance and Tacke; motion carried. Tacke entered the meeting at this point, the time was 4:07 PM. Invoices and financial statements were approved for payment. Ayes Carter, Hodges, Tacke and Vore; Absent Nance; motion passed.

Following Warrants Allowed: (see attached sheet)

The next item on the agenda was Customer Forum. There were no items presented to the Board. Consideration and discussion of Agreement for Professional Services with Garden & Associates for Water System Improvements, A Avenue West, Hwy 432, and North L Street. Motion by Hodges to approve the agreement with Garden & Associates, second by Vore. Hodges amended his motion to include a not to exceed value of \$105,000 for the agreement. Vore concurred with the amendment. Ayes Carter, Hodges, Tacke and Vore; Absent Nance, motion carried.

The next four items, Discussion of proposed FY18-19 budget, 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. Carter left the meeting during the updates from members of the Board of Trustees, the time was 5:15 PM

Motion was made for adjournment by Tacke, and second by Vore. Ayes Hodges, Tacke and Vore; Absent Carter and Nance; meeting adjourned. 5:17 PM.

Brad Hodges, Secretary