

OSKALOOSA WATER BOARD
REGULAR MEETING
4/8/19

Members Present:

Jason Carter
Brandon Strasser
Kevin Tacke

Ex-Officio Members Present:

Mike Schrock
Dave Krutzfeldt

Others Present:

Chad Coon
Ken Allsup
Katy McCracken
Kristy Staggs
Matt Van Wyk

The meeting was called to order at 4:06 PM

Motion to approve agenda as presented made by Jason Carter and second by Brandon Strasser. Ayes; Carter, Strasser, and Tacke. Nays; none. Absent; Hodges and Jones. Motion passed.

A motion was made by Kevin Tacke to approve the minutes of the 3/11/19 regular meeting and 3/25/19, 3/29/19 Special meeting as presented. Second by Jason Carter. Ayes; Carter, Strasser and Tacke. Nays; none. Absent; Hodges and Jones. Motion passed.

The attached vouchers totaling \$448,809.74 were presented for approval as well as Financial Statements. A motion was made by Jason Carter to approve the vouchers for payment and to also approve the Financial Statements. This was second by Brandon Strasser. Ayes; Carter, Strasser and Tacke. Nays; none. Absent; Hodges and Jones, motion carried.

1. Customer Forum was the next agenda item. There were no items presented to the Board of Trustees.
2. The next agenda item was a public hearing for the mowing contract for the water treatment plant grounds. Motion by Kevin Tacke to open the public hearing with a second from Brandon Strasser. Ayes; Carter, Strasser and Tacke. Nays; none. Absent; Hodges and Jones. Public hearing opened at 4:17 PM. There were no comments received, written or oral. Motion to close the public hearing was made by Brandon Strasser and second by Jason Carter. Ayes; Carter, Strasser and Tacke. Nays; none. Absent; Hodges and Jones. Public hearing closed at 4:17 PM.
3. Next on the agenda was consideration and discussion of entering into a contract for mowing services with L.A. Lawn Care. Motion by Jason Carter to approve as presented and seconded by Brandon Strasser. Ayes; Carter, Strasser and Tacke. Nays; none. Absent; Hodges and Jones. Motion carried.
4. Next Item on the agenda was consideration and discussion of pay application #8 from Dave Schmitt Construction Company, Inc. for South D water main replacement. Motion was made by Kevin Tacke and seconded by Brandon Strasser to pay in the amount of \$109.53. Ayes; Carter, Strasser and Tacke. Nays; none. Absent; Hodges and Jones. Motion carried.

5. The next item on agenda was consideration and discussion of updating the Water Department rules and regulations part 2.26, 2.4 and 2.7. Motion was made by Kevin Tacke and seconded by Jason Carter to approve the changes as discussed. Aye; Carter, Strasser and Tacke. Nays; none. Absent; Hodges and Jones. Motion carried.
6. Next Item was the consideration and discussion of providing contingency funding for the A Avenue West, HWY 432 and North L Street water main replacement project. A motion was made by Kevin Tacke to approve \$50,000 contingency funding for the A Avenue West, HWY 432 and North L Street project under the General Manager's capacity. It was seconded by Brandon Strasser. Ayes; Carter, Strasser and Tacke. Nays; None. Absent; Hodges and Jones. Motion carried.
7. Next on the Agenda was consideration and discussion of a post-employment consulting agreement with Chad Coon. There was discussion about how to write the lease and at what cost. Chad mentioned that his contract provided for 60 days of housing at the end of service. With that in mind, there was further discussion that the current market rate for a house the same size as is provided would be in the range of \$750 - \$950 per month in Oskaloosa. The current rent for the house is \$30/month. It was determined that this rate would be held for the 60-day term and then the market rate would be used for the last month that was being requested at \$850. Carter provided a motion to approve a lease at 2077 Highway 63 between Chad Coon and Oskaloosa Municipal Water Department for a term dated May 1, 2019 and expiring July 31, 2019. Rent to be in the amount of \$910 for the term. There is to be no security deposit, the landlord will pay electric and garbage, tenant to pay natural gas, water, and cable/telephone/internet. All other terms per the lease as presented. Kevin Tacke second the motion. Ayes; Carter, Strasser and Tacke. Nays; none. Absent; Hodges and Jones. Motion carried. Also, as part of this discussion was the matter of a post-employment consulting agreement. Motion by Brandon Strasser to approve the consulting services agreement with Chad Coon to include the language provided by Brad Hodges (email). This was second by Kevin Tacke. Brandon amended the motion to show a start date of May 4, 2019 and further amended his motion to change the wording of item #2 from "shall" to "may" and add "at the discretion of the General Manager." Kevin Tacke second the amendments also. Ayes; Carter, Strasser and Tacke. Nays; none. Absent; Hodges and Jones. Motion carried.
8. Next up was the discussion of waste water operations. Chad had provided information in the agenda packets as to the month's operations and asked if there were any questions. There were none.
9. General Manager's Update was next on the agenda. There was discussion of water loss due to a leak on North L Street. The area in question will be replaced during the main improvement project.
10. Next was an item to go into closed session to discuss a personnel issue. Jason Carter made the motion to enter closed session. Kevin Tacke second the motion. Ayes; Carter, Strasser and Tacke. Nays; none. Absent; Hodges and Jones. Closed session began at 5:13 P.M. After discussing the matter in closed session, there was a motion to re-enter open session made by Kevin Tacke and second by Jason Carter. Ayes; Carter, Strasser and Tacke. Nays; none. Absent; Hodges and Jones. Open session re-entered at 5:34 PM
11. The next item was possible action on wage for the Interim General Manager. A motion to establish the rate of pay for the Interim General Manager at \$38.69/hour, effective from 4/9/19 until start of the new General Manager was made by Kevin Tacke and seconded

by Brandon Strasser. Ayes; Carter, Strasser and Tacke. Nays; none. Absent; Hodges and Jones. Motion carried

12. Next was an item to go into closed session to discuss a personnel issue. No closed session was had as there was no one to request this. No action was taken
13. Next on the agenda was potential action as it relates to the General Manager candidates. Kristy Staggs and Katy McCracken with Byrnes and Rupkey were in attendance to discuss what qualifications the Board was looking for in their next General Manager. Part of the discussion also centered on what the Board wanted the selection process to look like. After considerable discussion the Board determined that they wanted to have a job description finalized by April 15th, have an application deadline of May 17th, and then they looked to hold the interview process around May 31st. There was no formal action taken by the Board on this issue, just the discussions that occurred.

There being no further items to discuss, it was moved by Brandon Strasser and second by Jason Carter to adjourn. Ayes; Carter, Strasser and Tacke. Nays; none. Absent; Hodges and Jones
Meeting adjourned

ATTEST

Meeting Adjourned 7:53 PM

Kevin Tacke – Chairman

Brad Hodges– Secretary

