

**OSKALOOSA WATER BOARD
REGULAR MEETING**

6/10/19

Members Present:

Kevin Tacke
Brad Hodges
Nick Jones

Others Present:

Matt Van Wyk
Crystal Breuklander
Ken Allsup
Mike Edelholm
Toni Edelholm
Marlis DeBoef

Ex-Officio Members Present:

Mike Schrock
Doug Yates

The meeting was called to order at 4:08 PM

Motion to approve agenda as presented made by Brad Hodges and second by Kevin Tacke. Ayes; Hodges, Jones, and Tacke. Nays; none. Motion passed.

A motion was made by Brad Hodges to approve the minutes of the May 13, 2019 regular meeting and June 1, 2019 special meeting as presented. Second by Kevin Tacke. Ayes; Hodges, Jones, and Tacke. Nays; none. Motion passed.

The attached vouchers totaling \$153,734.37 were presented for approval as well as Financial Statements. A motion was made by Kevin Tacke to approve the vouchers for payment and to also approve the Financial Statements. This was seconded by Brad Hodges. Ayes; Hodges, Jones and Tacke. Nays; None. Motion passed

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1. Customer Forum was the next agenda item. There were no items presented to the Board of Trustees.
 2. Next on the agenda was discussion and consideration of billing for 2094 Suffolk Road. Marlis DeBoef was present to talk to the board and asked that anytime a meter had a zero reading that we contact the customer as she had a larger bill than expected due to the amount of time her meter was reading zero. Crystal Breuklander stated that staff had been told to let an account go no longer than two months without contacting the account holder. No action was taken by the board
 3. Next on the agenda was discussion and consideration of billing at 307 1st W. The account holder was not present at the meeting and no action was taken regarding this account.
 4. Next on the agenda was discussion and consideration of filling pools from a hydrant at 813 N E St. Toni Edenholm was present to talk to the board. She was inquiring about the possibility of filling pools while flushing hydrants. Discussion was had concerning the logistics of doing this and with concerns of residents using hydrants without proper training as this could damage are system. The resident also complained about low pressure in their residence. Crystal stated she would investigate the account the next day to see if there were any notes that may be of assistance with this. No action was taken by the board on this item.
 5. Next on the Agenda was discussion and consideration of pay app #2 for KLC construction. A motion was made by Brad Hodges and seconded by Kevin Tacke to pay in the amount of \$62,021.11. Ayes; Hodges, Jones, and Tacke. Nays; none. Motion passed.

6. Discussion and consideration of a Consent Waiver Agreement with Ahlers and Cooney. This agreement allows Ahlers and Cooney to represent both the City and Oskaloosa Municipal Water Department. Both entities are currently represented by this firm individually. A motion was made by Brad Hodges to sign the waiver from Ahlers and Cooney. Second by Keven Tacke. Ayes; Hodges, Jones and Tacke. Nay; None. Motion passed.
7. Next on the agenda was Discussion and Consideration of Professional Service Agreement with Garden and Associates for distribution line upgrades on Edmundson North Project. This contract has a not to exceed cost of \$76,500.00. A motion was made to by Kevin Tacke to approve the Professional Services Agreement with Garden and Associates for the distribution line upgrade on Edmundson North Project. Seconded by Hodges. Ayes; Hodges, Jones and Tacke. Nays; None. Motion Passed.
8. Next on the agenda was the discussion and consideration of wage rates and annual cost of living increase. This is the first year for the merit-based pay that was approved last year by the board. Matt stated that the Bureau of Labor cost of living index for the last year was 1.5%. With having ran numbers we would be below the 1% merit pool as suggested during the creation of this plan and below the built in 5% yearly budget increase. Most reviews have been done. It will be in effect for the first payroll of 19-20 fiscal year. Van Wyk requested that his pay increase be bumped to 100% of wastewater collection supervisor. The pay for the wastewater supervisor will be set by the board beings there is no general manager is place and he is currently the interim. A motion was made to set the cost of living increase at 1.5% and the merit pool up to 1% of pay by Kevin Tacke. Brad Hodges seconded. Ayes; Hodges, Jones and Tacke. Nays; none. Motion passed.
9. Next on the agenda was discussion of wastewater operations. Matt had provided information in the agenda packets as to the month's operations and asked if there were any questions. Discussion was had on issues at the North Plant. Discussion was had about a power outage at University Park lift station due to a lightening strike to Mid Americans transformer. Jones asked about a notification system for when the power outages happen. Back up generator and a dialer were discussed for this lift station. There was no action taken during this item.
10. General Managers update was next. Matt had been approached by a local farmer about doing a lime lagoon clean out. There is no current need to have this cleaned out. It was decided to not move forward with this at this time. The change over at Oak Creek park has been completed with all the meters removed and idlers put in place. There was no action taken during this item.
11. Next was update from members of the Board of Trustees. An offer has been extended to Kelly Hefner for the general manager position. The pay for him will be \$85,000 starting salary along with a \$5,000 moving allowance and he will be living in the house at the water treatment plant. The water department will split the moving expense with the city. The start date for him is July 8th, 2019. The preemployment drug testing will be handled through a hospital local to him. He would like to view the house on July 1st. The health insurance for him will start on August 1st, 2019. The board will send a copy of the offer to Matt and Crystal. A motion was made to set the hourly pay of Matt Van Wyk to 35.29. Seconded by Brad Hodges. Aye; Hodges, Jones and Tacke. Nays; None. Motion carried. Discussion was had about the pay scale for the wastewater and water distribution. Need to look at addressing the differences in them. Next month Kevin Tacke will not be available to introduce Kelly to the water department. Brad would be present in Kevin's place. Elections will be next month.
12. A motion to adjourn was made by Brad Hodges. Seconded by Kevin Tacke. Aye; Hodges, Jones and Tacke. Nays; None. Motion carried.

ATTEST

Meeting Adjourned 5:56 PM

Kevin Tacke – Chairman

Brad Hodges– Secretary