

OSKALOOSA WATER BOARD
REGULAR MEETING
7/11/16

Members Present:

Jason Carter
Brad Hodges
Dan Nance
Kevin Tacke (Arrived 3:05)
Mike Vore

Ex-Officio Members Present:

Mayor Krutzfeldt
Mike Schrock (Arrived 3:10)

Others Present:

Chad Coon
Crystal Breuklander
Ken Allsup

The Oath of Office was administered to Dan Nance. The original will be sent to City Hall and a copy will be placed with the minutes at the Water Department.

A motion was made by Brad Hodges and by Kevin Tacke to approve the agenda with the removal of item #9, "Consideration and discussion of change order #1 for DeLong Construction." All ayes, motion carried.

Next was reorganization of the Board of Trustees. Jason Carter nominated the current Chair, Mike Vore for another term as Chair. Brad Hodges second the nomination. Dan Nance called for nominations to close. The vote was taken, ayes all, motion carries, Mike Vore will continue another term as Chair of the Board of Trustees. Mike Vore nominated Kevin Tacke for the position of Secretary. Jason Carter second the nomination. Dan Nance called for the close of nominations. The vote was held, ayes all, motion carries. Kevin Tacke will be the next Secretary for the Board of Trustees.

A motion was made by Kevin Tacke to approve the minutes of the 6/20/16 regular meeting. The motion was by Jason Carter. The motion carried with all ayes.

The attached vouchers totaling \$503,839.85 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 Brad Hodges. The motion carried with all members present voting yes.

-
1. Customer Forum was the next agenda item. Jason Carter stated that he had received a telephone call earlier that day from a customer who was concerned about needing to use

their social security number to access the online payment portal. Jason asked what could be done to eliminate the need to use all 9 digits. Crystal explained that the system will allow access provided that we have certain customer data in our files for verification. Crystal was going to follow up on this with our software provider. Mike Vore then stated that he had been questioned by a City Council member regarding the amount of fluoride added to Oskaloosa's water. Chad explained to the group what the history was in relation to the fluoride feed, when it was turned off and why and what our current fluoride levels are for the potable water supply. There was considerable discussion about what it would take to restart the feed while avoiding any turbidity compliance issues and what may be needed for equipment. Chad was instructed to place an item on the August agenda for fluoride feed discussion.

2. The next item on the agenda was discussion of wastewater operations. Chad discussed a meeting that had been held with Fox Engineering, the Iowa DNR, and local staff regarding flows and loads and design predictions for the facility plan that Fox is currently working on. Also discussed was the testing that was in its last stages for the facility plan and the cost incurred as a result. When discussing the 28E agreement and the spreadsheet used for tracking there were some questions about what some of the specific items were. Root foaming was one that was used as an example. Chad explained that process and the need for spending in order to complete stages of this work. Mike Vore talked about wanting to show progress on the sheet even if an item wasn't complete but was being worked on. Chad said that he believed that could be shown. There was a question about why the red cells weren't being done and again some of the discussion focused on the need for capital to pay for the work. Mike Schrock talked about the volume of spending that will be happening in the coming years with infrastructure repairs as mandated by the Iowa DNR to address I & I issues. There was also a question posed about when the Board would like to make a presentation to the City Council regarding progress on the 28E agreement. Mike Vore stated that he would like to wait until the agreement has been in place one year and then look to present to the Council at that time.
3. Consideration and discussion of pay application #1 for DeLong Construction was next on the agenda. Chad talked to the group about the pay app, that it had been presented to Garden & Associates staff and verified and that Garden had sent it to the Water Department for approval. Chad indicated that everything appeared to be in order and recommended approval. There was discussion at this time about the change order that had been presented for approval as well. As the Board had previously approved a \$25,000 contingency with the approval of the contract for DeLong Construction, there was no need for the Board to approve the change order, it fell within the realm of the general manager's decision making ability. There was a question about what work necessitated the change order and Chad informed everyone that an old corrugated metal pipe needed to be replaced as it was unsalvageable. Mike Vore made a motion to

approve pay application #1 for DeLong Construction in the amount of \$146,850.24. Jason Carter second the motion. Ayes all, motion passed.

4. The next item on the amended agenda was Consideration and discussion of engineering services for K Avenue East and Sheriff Avenue water main replacement. Chad presented information to the Board about engineering costs for both of these projects. He had received three different quotes for this work. Fox Engineering came in at \$2000, V & K was at \$6000 and Garden & Associates was between \$10,000 and \$11,000. There was discussion amongst the group about the value of keeping the work local for engineering versus the overall budget for this project. In the end there was a motion to accept the proposal from Fox Engineering in the amount of \$2000 to design both of these small projects made by Mike Vore and second by Kevin Tacke. Ayes all, motion passed.
5. General Manager's update was next on the agenda. Chad updated the Board about the switch to monthly billing, the online payment option and helping customers navigate all of the recent changes. Also discussed was the opportunity to join the Chamber of Commerce. Chad presented information relative to joining and asked the group their feelings on joining. There was a question about what the Water Department would gain with their membership and if that would offset the price of membership. Ultimately the Board felt it was not in the department's best interest to join the Chamber. Chad also informed everyone that the annual audit would begin the last week of July. Chad then updated everyone on the progress of the Carbonado Road water main project and let them know that the Highway 23 water main was installed and in use as it had passed all of the necessary testing.
6. Miscellaneous was the last agenda item. Chad discussed the four water main breaks that had occurred since the last meeting.

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

ATTEST

Meeting Adjourned 4:32PM

Mike Vore – Chairman

Kevin Tacke– Secretary

The Oskaloosa Water Department Board of Trustees met in regular session Monday July 11, 2016 at 3:00 PM with board members Carter, Hodges, Tacke, and Vore present. New member Dan Nance was read the Oath of Office and sworn in as a new Board of Trustee member. Next was Reorganization of the Board of Trustees. Carter nominated Vore to the seat of Chair, Hodges second. Ayes all, Vore will serve another term as Chair. Vore nominated Tacke for the position of Secretary and Carter second. Ayes all, Tacke approved as the Secretary. The agenda was approved with the removal of Item #9 "Consideration and discussion of change order #1 for DeLong Construction". All members voting aye. Minutes of the 6/20/16 regular meeting were approved as presented, all ayes. Invoices were approved for payment, ayes all.

Following Warrants Allowed: (see attached sheet)

The first item on the agenda was Customer Forum. The Board instructed the General Manager to add an item to the next agenda for a discussion of fluoride feed operations.

The next agenda item was Discussion of Wastewater Operations. There was no action taken by the Board of Trustees.

Next on the agenda was Consideration and discussion of pay application #1 for DeLong Construction. Motion to approve pay application #1 in the amount of \$146,850.24 for DeLong Construction was made by Vore and second by Carter. Ayes all, motion carried.

Next on the agenda was Consideration and discussion of engineering services for K Avenue East and Sheriff Avenue water main replacement. Motion to accept the proposal from Fox Engineering for engineering services in the amount of \$2000 was made by Vore and second by Tacke. Ayes all, motion passed.

The next two sections were discussed, but no action was taken.

Motion was made for adjournment by Tacke and Hodges second the motion. Ayes all, meeting adjourned. 4:32 PM.

Kevin Tacke, Secretary