

OSKALOOSA WATER BOARD
REGULAR MEETING
8/13/12

Members Present:

Joe Ryan
Errin Keltner

Others Present:

Chad Coon
Sheryl Tomlinson

A motion was made by Errin Keltner and 2nd by Joe Ryan to approve the agenda as presented. The motion carried with all members voting yes.

Reorganization of the Board of Trustees was next on the agenda. Motion by Joe Ryan to reorganize as follows; Joe Ryan to Chair, Pete Settimi to Secretary, and Errin Keltner to Trustee. This motion was seconded by Errin Keltner. Ayes all, motion passed.

Minutes of the 6/18/12 regular meeting, 7/30/12 Special Meeting, 7/31/12 Emergency Meeting, 8/1/12 Special Meeting and 8/2/12 Emergency Meeting were read. A motion was made by Errin Keltner to approve the minutes. The motion was 2nd by Joe Ryan. The motion carried with all members voting yes.

There was a motion by Errin Keltner to go into recess to join the City Council at their work session. Motion was seconded by Joe Ryan. Ayes all, motion passed. 5:12 PM.

Once at City Hall, there was a motion by Joe Ryan to reconvene the meeting. Seconded by Errin Keltner. Ayes all, motion passed. 5:16 PM.

While at City Hall the City Council addressed the Board of Trustees on a few items. One of the items discussed was giving the Board and Water Department a list of 3-5 goals to work on in the next 6 months. Tom Walling asked the Board how they felt about going from 3 Board members to 5 Board members. Joe responded by saying he thought it was a good idea for the communication issue. Errin said that he thinks it is good if the number prove it, not just for political reasons. Chad talked about the blending of characteristics that makes the Board of Trustees have a good balance. At 5:44 the City Council adjourned their meeting.

Joe Ryan made a motion to recess the Board of Trustees meeting from City Hall and meet again at the Water Department office. Errin Keltner seconded the motion. Ayes all, motion passed. 5:44 PM.

Motion to reconvene at 213 South 1st Street, Water Department office, was made by Errin Keltner and seconded by Joe Ryan. Ayes all, motion passed. 5:48 PM.

The attached vouchers totaling \$539,780.28 were presented for approval. A motion was made by Joe Ryan to approve the vouchers for payment. The motion was 2nd by Errin Keltner. The motion carried with all members voting yes. The Balance Statements were also reviewed. Motion by Joe Ryan and seconded by Errin Keltner to approve balance statements. Motion carried with all members voting yes.

1. The next item on the agenda was Customer Forum. There was no one present and no items presented.
2. The next agenda item was to Discuss Credit Card Policy. Chad introduced the possible Resolution for the Board to discuss about putting a \$500 limit on credit card payments. The Board will look at taking action on this item next month.
3. The next agenda item was to Discuss Transparency of Water Department Operations. There was talk about the Water Department's website and the need to putting agendas and meeting minutes on the site. Chad informed the Board that since the computer change out, we do not have access to our website anymore. Chad was then instructed to contact Mike Schrock and see what the City did and how much it cost, and to further contact Jake Barnes about rebuilding our webpage, and the possibility of adding a web portal
4. General Manager's Update was next on the agenda. Chad talked to the Board about looking at GIS/GPS vendors for our distribution system. He showed the Board the flowchart that HRGreen was using when looking at vendors. He said that the Department had \$65,000 budgeted for this work and that the GPS signal unit that would be most beneficial was a Trimble ruggedized tablet unit that cost around \$31,000. This would allow the employees a better view of the screen and would cut down on errors made in the field. Chad asked the Board to take the information and look at it the next few weeks and think about which direction they would like to pursue. Chad then talked to the Board about the manufactured home behind the newly purchased shop building. He asked what the members wanted to do with the home and what they wanted to get out of it. Chad was instructed to contact Dave Dixon and see what steps we needed to follow for the sale of the home. Sheryl then talked to the Board about the year-end financial information.
5. The last agenda item was Miscellaneous. Chad talked to the Board about the leaks that have happened in the last two months. He also talked to the Board about the job opening ad that was in the paper and the fact that he had already started receiving resumes. He informed the Board that the plan was one employee was retiring at the end of 2013 and another was retiring a few months later. He

wanted to get a new employee hired this fall and start the GIS/GPS with both employees that were planning to retire and the new hire.

There being no further items to discuss, it was moved by Joe Ryan and second by Errin Keltner to adjourn.

ATTEST

Meeting Adjourned 7:22 PM

Joe Ryan – Chairman

Pete Settimi – Secretary

