

**OSKALOOSA WATER BOARD**  
**REGULAR MEETING**  
7/13/15

**Members Present:**

Mike Vore  
Brad Hodges  
Joe Ryan

**Others Present:**

Chad Coon  
Crystal Breuklander

A motion was made by Mike Vore and 2<sup>nd</sup> by Brad Hodges to amend the agenda by adding Discussion and Consideration of Establishing a Minimum Cash Reserve after agenda item Discussion and Consideration of Capital Project for Reserves at Ironwood and approve the remainder of the agenda as presented. The motion carried with all members voting yes.

Motion by Joe Ryan to appoint Mike Vore Board Chair, Brad Hodges Board Secretary, and Joe Ryan Board Trustee. Motion second by Mike Vore. Ayes all, motion passed.

Minutes of the 6/15/15 regular meeting, and 7/6/15 Special Meeting were read. A motion was made by Joe Ryan to approve the minutes. The motion was 2<sup>nd</sup> by Brad Hodges. The motion carried with all members voting yes.

The attached vouchers totaling \$336,005.20 were presented for approval. A motion was made by Joe Ryan to approve the vouchers for payment. The motion was 2<sup>nd</sup> by Brad Hodges. The motion carried with all members voting yes. The Financial Statements were also reviewed. Motion by Joe Ryan and second by Brad Hodges to approve financial statements. Motion carried with all members voting yes.

1. The next agenda item was Customer Forum. There were no items presented.
2. The next item was Consideration and Discussion of Joining The Cooperative Purchasing Network (TCPN). Chad presented information to the Board about TCPN and then also discussed two more alternatives that had been presented to him earlier that day. Chad indicated that he would like more time to investigate all options and be able to provide the best solution for OMWD's needs. No action was taken by the Board.
3. Discussion and Consideration of Capital Project for Reserves at Ironwood was next on the agenda. The Board was presented information regarding pricing for a 6" water main extension for the new development. Chad then talked to the Board about the need to increase the size of the main to 8" per OMWD standards. He explained that there would be a slight increase in costs due to the upsizing, but that it should be less than 10% of the

overall original quote. Motion by Mike Vore to approve up to %15,500 for Capital Project for Reserves at Ironwood. Second by Joe Ryan. Ayes all, motion passed.

4. Next was the amended item, Discussion and Consideration of Establishing a Minimum Cash Reserve. The Board looked at cash flow models that had been produced by Public Financial Management, PFM, as part of the discussion for helping determine what level of cash reserves should be needed as part of OMWD's operations. The discussion also looked at the ending balance for 2014-2015's fiscal year and what had been predicted on the cash flow models. All Board members discussed what levels they would be comfortable with and how the levels should be reviewed annually. Chad was directed to draft a Resolution that would include a minimum cash reserve balance of \$750,000 that had an annual review stipulated as well. No formal action was taken by the Board.
5. General Manager's Update was next on the agenda. Chad discussed a quote from Stam's for landscaping around the front of the office, updated the Board on the 3<sup>rd</sup> Avenue East project, discussed upcoming work on the distribution system, work to remove an old 2" cast iron line, and work that is awaiting completion once the wellfield dries up.
6. Miscellaneous was the last agenda item. Chad informed the Board of a service line leak that had occurred in the last month. Chad was asked to update the Board on the status of water meters at the August meeting and to also ask PFM for an updated cash flow model using 2014-2015 final numbers. Chad was also asked to forward the Board the consumption comparison worksheet every month before the meeting.

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

ATTEST

Meeting Adjourned 5:31 PM

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Mike Vore – Chairman

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Brad Hodges– Secretary

The Oskaloosa Water Department Board of Trustees met in regular session Monday, July 13, 2015 at 4:00 PM with board members Vore, Ryan and Hodges present. The agenda was approved with an amendment adding “Discussion & Consideration of Establishing a Minimum Cash Reserve” after item #7. All members voting aye. Motion by Ryan to make Vore Chair, Hodges Secretary, and Ryan Trustee. Second by Vore. Ayes all, motion passed. Minutes of the 6/15/15 regular meeting, and 7/6/15 special meeting were approved as presented, all ayes.

Following Warrants Allowed: (see attached sheet)

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The first item on the agenda was Customer Forum. There were no items presented.

Agenda item “Discussion & Consideration of Joining The Cooperative Purchasing Network (TCPN)” was next. No formal action taken by the Board.

Next on the agenda was “Discussion & Consideration of Capital Project for Reserves at Ironwood. Motion by Vore to approve up to \$15,500 for capital project for Reserves at Ironwood. Second by Ryan. Ayes all, motion carried.

Next was the amended agenda item “Discussion & Consideration of Establishing a Minimum Cash Reserve.” There was no formal action taken by the Board of Trustees.

The next two items, General Manager’s Update and Miscellaneous saw no formal action taken by the Board.

Motion was made for adjournment by Hodges. Ryan second the motion. Ayes all, meeting adjourned. 5:31 PM.

Brad Hodges, Secretary