

EVANSDALE WATER WORKS
BOARD OF TRUSTEES MEETING
APRIL 09, 2018

The Board of Trustees of the Evansdale Water Works met in regular session at City Hall in Evansdale, Iowa, on the above date. Chairman Cecil Azbill called the meeting to order at 4:00 p.m. Members present in order of roll call: Cecil A. Azbill and Sharon K. Loftus. Chad J. Borwig was absent. Quorum present.

Azbill/Loftus to approve the April 09, 2018 agenda. Ayes – Two. Motion carried.

Loftus/Azbill to approve the following Consent Agenda items: a) Approval of the March 12, 2018 Regular Board Meeting Minutes as submitted; b) Approval of the Accounts Reconciliation Report for March 2018; and c) Approval of the Treasurer's Report for March 2018. Ayes – Two. Motion carried.

Azbill/Loftus to approve and authorize transfers and payment of claims as listed: ACCO Unlimited Corp 1,376.60; Advantage Administrators 14.70; Black Hawk Electrical Co 71.00; City of Evansdale 198.64; Courier Communications 141.60; EFTPS 1,221.61; Evansdale Water Works 43.25; Frickson Bros. Excavating 625.00; Hach Co 1,157.00; Iowa One Call Inc 4.50; IPERS 1,456.86; Keystone Laboratories 62.50; Mediacom 41.18; Menards Inc 21.97; Metlife Small Business 379.48; MidAmerican Energy Inc 2,045.07; Monkeytown 74.30; Northway Well & Pump Co 37,231.41; On-Site Information Destruction Services Inc 22.50; Postmaster 219.00; Ted's Home & Hardware 42.96; Treasurer State of Iowa 2,135.00; US Cellular 46.77; Wellmark Blue Cross/Blue Shield 2,844.70; Wex Bank 159.47; March Deposits Applied 1,550.00 and March 2018 payroll 16,314.20.

March Revenue: Deposits 2,901.00; Water Fund 37,439.23; Sewer Fund 44,157.96; Garbage Fund 21,330.82; and Storm Water Fund 1,462.10. Ayes – Two. Motion carried.

Review quote and authorize installation of Water Tower lights: Azbill/Loftus to accept the quote of \$36,950.00 from K&W Coatings LLC and authorize their installation. Ayes – Two. Motion carried.

Review quote and authorize installation of Water Tower mixer: Loftus/Azbill to authorize the purchase and installation of a mixer, in an amount not to exceed \$5,000.00. Ayes – Two. Motion carried.

Review the FY2016-2017 Audit and approve the procedure change for independent reviews: Azbill/Loftus to approve the procedure change as proposed on page 38 of the FY2016-2017 Audit Report. The chairman will review, sign and date the following reports monthly: bank reconciliation report for the checking and savings account; payroll rate change report; and journal entry report. The office manager will review, sign and date a utility rate schedule each time a new rate is implemented in the system. All reports will be archived. This will allow the maximum internal control possible. Ayes – Two. Motion carried.

Accept the FY2016-2017 Audit and place on file: Azbill/Loftus to accept the audit and place it on file. Ayes – Two. Motion carried.

Discuss amending the FY2017-2018 Budget and set a Public Hearing date: Azbill/Loftus to hold the public hearing for the proposed amendment to the FY2017-2018 Budget at the next regular Board meeting on May 14, 2018 at 4:00 p.m. Ayes – Two. Motion carried.

Discussion: Mayor Doug Faas informed the Board of receipt of Trustee Chad Borwig's resignation. An appointment to fill the vacancy will be made at the April 17, 2018 City Council meeting. Review of the Personnel Policy will resume at the next Board meeting.

Loftus/Azbill to adjourn. Ayes - Two. Motion carried. The meeting adjourned at 4:18 p.m.

Cecil A. Azbill, Chairman

Sandra E. Clements, Secretary