

EVANSDALE WATER WORKS
BOARD OF TRUSTEES MEETING
JANUARY 08, 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 Sharon Loftus 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.

Election of Board Chairman for 2018: Loftus/Azbill to elect Cecil Azbill as Chairman. Ayes – Two. Motion carried.

Chairman Azbill conducted the meeting from this point forward.

Election of Board Vice-Chairman for 2018: Loftus/Azbill to elect Sharon Loftus as Vice-Chairman. Ayes – Two. Motion carried.

Loftus/Azbill to approve the January 08, 2018 agenda. Ayes – Two. Motion carried.

Appointments for 2018: a. Attorney and b. Engineer. Loftus/Azbill to re-appoint Patrick Galles as Water Works Attorney and William Claassen as Water Works Engineer for 2018. Ayes – Two. Motion carried.

Azbill/Loftus to approve the following Consent Agenda items: a) Approval of the December 11, 2017 Regular Board Meeting Minutes as submitted; b) Approval of the Accounts Reconciliation Report for December 2017; and c) Approval of the Treasurer's Report for December 2017. Ayes – Two. Motion carried.

Loftus/Azbill to approve and authorize transfers and payment of claims as listed: ACCO Unlimited Corp 1,906.00; Advantage Administrators 14.70; Bergen Plbg, Htg & Clg Inc 583.76; City of Evansdale 204.10; Correll Sheerer Bensen Engels Galles & Demro 130.00; Des Moines Stamp Mfg Co 133.00; EFTPS 843.07; Evansdale Water Works 43.25; Frickson Bros. Excavating 4,760.80; IMWCA 145.32; Iowa One Call Inc 16.84; IPERS 981.50; Keystone Laboratories 288.13; Mediacom 41.18; Metlife Small Business 379.48; MidAmerican Energy Inc 1,590.46; Postmaster 219.00; Ted's Home & Hardware 167.45; Treasurer State of Iowa 2,147.00; US Cellular 47.53; Utility Equipment Co 2,258.37; Wellmark Blue Cross/Blue Shield 2,844.68; December Deposits Applied 1,061.01 and December 2017 payroll 11,365.82. December Revenue: Deposits 1,930.00; Water Fund 39,270.80; Sewer Fund 42,520.47; Garbage Fund 20,737.42; and Storm Water Fund 1,403.52. Ayes – Two. Motion carried.

Authorization to publish Wages & Salaries for 2017: Azbill/Loftus to publish 2017 wages and salaries. Ayes – Two. Motion carried. They are as follows: Azbill, Cecil 300.00; Borwig, Chad 125.00; Clements, Sandra 48,800.31; Ellison, Michael 55,207.77; Loftus, Sharon 325.00; and White, Charlotte 36,064.79.

Discuss recent event concerning the Water Tower and loss of pressure: a supply line to the tower broke and at some point an ice plug prevented water from leaving the tower. The resulting loss of pressure in the system prompted a Boil Water Advisory to be issued for the entire town. Plant Manager Mike Ellison will research costs to install a mixer in the tower for Board discussion at the next meeting.

Discuss options to correct an incorrect date on the January utility bills: an error was made when the bills were printed and it wasn't caught. The "Due By" date said 05/15/2018 instead of 01/15/2018. Corrected bills will be sent tomorrow to anyone that hasn't paid yet. An explanation and apology will be printed on the back.

Discuss & approve Five Year Plan: all four items were left in the plan, only the budget year for consideration was changed. The Five Year Plan includes the following: #1) Update 4" water mains; #2) Loop dead ends in the distribution system; #3) Put in more valves, especially in the older sections of town; and #4) Purchase a truck. The first two items will be considered in Fiscal Years 2019-2021, Item #3 will remain a yearly item, and Item #4 will be considered in Fiscal Year 2023.

Proposed Budget for FY 2018 – 2019

Review Revenues: the Board will move on to Expenditures before finalizing Revenue figures at the next meeting.

Discuss Expenditures: the Board discussed proposed figures for all expenditures and proposed a three percent wage increase.

Review Employee Manual: this item was tabled until after the Budget talks are finished.

Discussion: Sharon Loftus inquired about the customer who had asked for a credit on their account. Dottie Wear would like to write an article for the Evansdale News, thanking City employees. Facebook updates on recent events have gone well.

Azbill/Loftus to adjourn. Ayes - Two. Motion carried. The meeting adjourned at 4:52 p.m.

Cecil A. Azbill, Chairman

Sandra E. Clements, Secretary