

EVANSDALE WATER WORKS
BOARD OF TRUSTEES MEETING
AUGUST 19, 2020

The Board of Trustees of the Evansdale Water Works met in regular session on the above date. Chairman Fred Morris called the meeting to order at 1:05 p.m. Members present in order of roll call: Dottie A. Wear, Fred B. Morris and Kent R. Patterson. Quorum present.

Wear/Patterson to approve the August 19, 2020 agenda. Ayes – Three. Motion carried.

Patterson/Wear to approve the following Consent Agenda items: a) Approval of the July 14, 2020 Regular Board Meeting Minutes as submitted; b) Approval of the July 23, 2020 Special Board Meeting Minutes as submitted; c) Approval of the July 30, 2020 Special Board Meeting Minutes as submitted; d) Approval of the Accounts Reconciliation Report for July 2020; and e) Approval of the Preliminary Treasurer's Report for July 2020. Ayes – Three. Motion carried.

Morris/Wear to approve and authorize transfers and payment of claims as listed: Acco Unlimited Corp 1,188.55; Advantage Administrators 9.80; Cardmember Service 16.04; City of Evansdale 454.47; Courier Communications 115.19; EFTPS 1,369.28; Gehrkes Hardware LLC 60.92; IDNR 542.58; IMWCA 111.03; Iowa Communities Assurance Pool 5,328.80; Iowa One Call 20.10; IPERS 1,727.03; Keystone Laboratories Inc 103.00; Mediacom 48.86; Metropolitan Life Ins 384.11; MidAmerican Energy Inc 2,160.68; Planetary Tree Service 450.00; Plumb Tech Inc 710.98; Postmaster 176.00; Staples 56.97; Superior Welding Supply Co 10.00; Treasurer State of Iowa 6,553.00; Van Deest, Kenny 300.00; Wellmark Inc 2,210.00; Wex Bank 120.94; Deposits Applied 2,859.00; and July 2020 payroll 18,294.66.
July Revenue: Deposits 3,015.00; Water Fund 46,849.82; Sewer Fund 65,184.54; Garbage Fund 24,526.74; and Storm Water Fund 2,419.71. Ayes – Three. Motion carried.

Update on COVID-19 pandemic related issues: we will follow up with Iowa Association of Municipal Utilities to determine when to resume shutoffs for non-payment. It was noted that Waterloo will begin doing them on August 31, 2020.

Update on ability to make credit/debit card payments: references were contacted with excellent results. Methods of advertising to launch this payment option were discussed: notices will be put on the back of the bills, on our Facebook page, and on the office countertop. Morris/Wear to proceed with GovPayNet/Allpaid to process credit/debit card payments for the Water Works. Ayes – Three. Motion carried.

Discuss annual employee evaluations: consensus of the Board was to establish annual employee evaluations beginning next fall since evaluations were just completed in July. At the May 2021 meeting they will discuss dates, possibly in October.

Discuss earned leave usage: Morris/Patterson to allow employees to cash in banked vacation and casual hours. Employees must maintain forty (40) combined hours between those two types of leave, and are encouraged to take time off to avoid burn-out, but they may request hours above the forty hour minimum to be cashed in. Ayes – Three. Motion carried.

Discuss recent City Council meeting discussion items: the Chairman met with the Mayor this morning and several items were discussed including possibly using the State's heavy equipment cost list for future times when the Water Works needs to use Street Dept. equipment; and cross-training a City employee to work with our Plant Manager.

Discuss plan to install additional fire hydrants: this project would take place next spring at the earliest and would involve engineering. Mr. Ellison could not be here today, but he is still working to develop a list of possible areas to consider.

Discuss Northway Well & Pump Co. coming to work on Well #3: they will be scheduling a time to come and pull the pump.

Discuss possible interest in land next to Well #3: the Board expressed interest and will talk to the Plant Manager.

Discuss installing a generator at Grand Plant: the Board would like to see prices and explore the possibility of obtaining a grant.

Approve sharing the cost of a server 50/50 with the City. Our share would be \$6,307.81: Morris/Wear to share the cost of the new server with the City. We would pay half now and the remainder upon installation. Ayes – Three. Motion carried.

Authorize renewal of Reserve Operating Funds CD No. 7294 for \$100,000.00: Patterson/Wear to renew the CD for twelve months at Chicago Central & Commerce Credit Union. Ayes – Three. Motion carried.

Discussion: the September meeting will be held on Tuesday, the 22nd at 1:00 p.m. The office was complimented on being proactive with a recent Facebook post.

Morris/Wear to adjourn. Ayes - Three. Motion carried. The meeting adjourned at 2:22 p.m.

Fred Morris, Chairman

Sandra E. Clements, Secretary