

EVANSDALE WATER WORKS
BOARD OF TRUSTEES MEETING
JANUARY 12, 2015

The Board of Trustees of the Evansdale Water Works met in regular session at City Hall in Evansdale, Iowa, on the above date. Vice-Chairman Sharon Loftus called the meeting to order at 4:30 p.m. Members present in order of roll call: Dona R. Frickson and Sharon K. Loftus. Absent: Chad J. Borwig. Quorum present.

Election of Board Chairman for 2015: Loftus/Frickson to elect Chad Borwig as Chairman. Ayes – Two. Motion carried.

Election of Board Vice-Chairman for 2015: Loftus/Frickson to elect Sharon Loftus as Vice-Chairman. Ayes – Two. Motion carried.

Frickson/Loftus to approve the January 12, 2015 agenda. Ayes – Two. Motion carried.

Appointments for 2015: Attorney and Engineer. Loftus/Frickson to re-appoint Patrick Galles as attorney, and Jerry Shoff as engineer, for calendar year 2015. Ayes – Two. Motion carried.

Loftus/Frickson to table item (d) Approval of the Treasurer's Report for November 2014, and approve the remaining Consent Agenda items: a) Approval of the December 08, 2014 Regular Board Meeting Minutes as submitted; b) Approval of the Revised Accounts Reconciliation Report for November 2014; and c) Approval of the Accounts Reconciliation Report for December 2014. Ayes - Two. Motion carried.

Request from Lorraine Atkins at 625 River Forest Road to waive a late charge: Mrs. Atkins was present to request her December late charge be waived because she did not receive a bill in December. She did not feel that a late charge was fair since she is never late with her payments. Consensus of the Board was that the Water Works cannot be responsible for lost or mis-delivered mail, and there would be no way to prove such a situation. However, in an effort to offer a solution that would be fair to all customers, the Board discussed offering a one-time free penalty to everyone, or a free penalty once every few years. The computer system is able to monitor either option. Loftus/Frickson to adopt a policy where every customer is given one free penalty every two (2) years, and to look back at everyone who was late in December to see who would qualify to receive credit for one free penalty. Ayes – Two. Motion carried.

Loftus/Frickson to approve and authorize payment of claims as listed: Acco Unlimited Corp 1,850.95; BMC Aggregates LC 366.10; Central States Funds 1,562.58; Courier Communications 53.47; EFTPS 1,178.40; Evansdale Water Works 44.25; Galles, Patrick 1,125.00; IMWCA 380.00; Iowa One Call Inc 5.40; IPERS 923.72; Keystone Laboratories Inc 55.00; Matt Parrott/Storey Kenworthy 665.83; MidAmerican Energy Inc 1,981.65; Networking Solutions Inc 2,000.00; Postmaster 224.00; Pump CPA, Larry 3,150.00; Ted's Home & Hardware 14.47; Treasurer State of Iowa 1,466.00; US Cellular 75.82; Utility Equipment Co 414.65; Wex Bank 137.93; Windstream 65.92; Deposits 2,157.73; and December 08, 2014 thru January 12, 2015 payroll 15,808.44.
December Revenue: Deposits 1,525.00; Water Fund 40,123.52; Sewer Fund 33,703.57; and Garbage Fund 18,141.32. Ayes – Two. Motion carried.

Authorization to publish Wages & Salaries for 2014: Loftus/Frickson to publish 2014 wages. Ayes – Two. Motion carried. They are as follows: Bodecker, Barry 1,327.35; Borwig, Chad 225.00; Clements, Sandra 42,978.17; Ellison, Michael 54,532.49; Frickson, Dona 350.00; Kreger, Dustin 13,343.27; Loftus, Sharon 325.00; Neith, Jason 577.15; Parker, Ronald 255.90; Schares, Christopher 922.99; Sutton, Craig 679.90; White, Charlotte 18,843.64; and White, Matthew 51.51.

Authorize employee to attend 2015 Excavation Safety Awareness Program 02-03-15: Frickson/Loftus to authorize Plant Manager Mike Ellison to attend. This is a free program put on by Iowa One Call. Ayes – Two. Motion carried.

Discuss Remote Monitoring Project: Mr. Ellison has a meeting scheduled with Natel on Wednesday, 01-14-15, to see what they can offer.

Tower lighting update: Mr. Ellison relayed there has been no further progress.

Revise Shared Department wage policy: the Board discussed changing back to a policy of paying for any time worked by the City Public Works Director on an as-needed basis, rather than paying upfront for one third of his annual salary. This would more accurately reflect the time spent with the Water Works department, and be consistent with how all other City employees are compensated when their help is needed. Loftus/Frickson to make the above policy change, effective July 1, 2015. Ayes –

Two. Motion carried.

Discuss and approve Five Year Plan: all three items were left in the plan, only the budget year for consideration was changed. They are listed as follows: #1 Update 4" water mains; # 2 Loop dead ends in the distribution system; and #3 Put in more valves, especially in the older sections of town. The first two items will be considered in Fiscal Years 2015-2017, and Item #3 will remain a yearly item. Office Manager Sandy Clements will order office computers this week. The Norma Avenue Water Main extension discussion from last month's meeting was clarified. The developer would be responsible for approximately 261 feet of water main, from Heather Avenue to the road going into the new development. The Water Works would be responsible for the water main from that point eastward, to Knudson Drive.

Review employee's plan to use paid time off: consensus of the Board was to accept Sandy Clements' plan to use an average of one day per week and also three weeks this year. On a side note, Trustee Dona Frickson relayed that the office area is looking very nice. Mrs. Clements next goal is to get some water-related prints hung up.

Proposed Budget for FY 2015-2016

Review Revenues: the Board tentatively projected ten new housing starts.

Discuss Expenditures: the Board discussed proposed figures for all expenditures except wages.

Discussion: Mayor Doug Faas advised the Board that the joint bank accounts may be dissolved and financial responsibilities would return to Water Works staff. Payroll would still be done by the City.

Loftus/Frickson to adjourn. Ayes - Two. Motion carried. The meeting adjourned at 5:53 p.m.

Sharon K. Loftus, Vice-Chairman

Sandra E. Clements, Secretary