

EVANSDALE WATER WORKS
BOARD OF TRUSTEES MEETING
FEBRUARY 08, 2016

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 4:30 p.m. Members present in order of roll call: Cecil A. Azbill and Sharon K. Loftus. Chad J. Borwig was absent. Quorum present.

Loftus/Azbill to approve the February 08, 2016 agenda. Ayes – Two. Motion carried.

Azbill/Loftus to approve the following Consent Agenda items: a) Approval of the January 11, 2016 Regular Board Meeting Minutes as submitted; b) Approval of the Accounts Reconciliation Report for January 2016; c) Approval of the Treasurer's Report for December 2015; and d) Approval of the Treasurer's Report for January 2016. Ayes – Two. Motion carried.

Azbill/Loftus to approve and authorize transfers and payment of claims as listed: Access Systems 80.00; AWWA Iowa Section 20.00; Black Hawk Electrical 945.00; City of Evansdale 2,243.26; Courier Communications 47.33; EFTPS 814.91; Frickson Backhoe & Trucking 1,400.00; IMWCA 208.00; Iowa One Call 7.00; IPERS 982.12; IRWA 300.00; Keystone Laboratories Inc 60.00; MidAmerican Energy Inc 2,030.71; Postmaster 399.00; Ted's Home & Hardware 62.54; Treasurer State of Iowa 1,801.00; Tyler Technologies Inc 3,415.00; US Cellular 75.82; Weber Paper Co 16.54; Windstream 65.85; January Deposits Applied 1,386.00 and January 2016 payroll 10,925.49. January Revenue: Deposits 1,690.00; Water Fund 32,169.78; Sewer Fund 30,520.37; and Garbage Fund 20,102.52. Ayes – Two. Motion carried.

Discuss requiring contractors be responsible for running the water meter wire during construction: Plant Manager Mike Ellison relayed that Waterloo and Cedar Falls already require this. It would eliminate situations where he is contacted to install the water meter and discovers they have already finished the basement. It is easier to run the wire before a ceiling is installed. This would apply to new construction as well as remodeling jobs where a new service line is run. Consensus of the Board is to present a Resolution at the next meeting, requiring this change in responsibility.

Authorize employee to attend meetings: the meetings are the IRWA Annual Conference 02-22-16 and 02-23-16, and the AWWA Operator's Meeting 03-02-16. Loftus/Azbill to authorize Mr. Ellison to attend both meetings. Ayes – Two. Motion carried.

Discuss sharing in the maintenance supply costs for City Hall: Azbill/Loftus to authorize sharing in certain maintenance supply costs such as restroom supplies and cleaning supplies in the amount of 13% of the invoice costs. Ayes – Two. Motion carried.

Authorize cost share to update City Hall lights in the amount of \$945.00: the Board discussed paying for the lighting updates in the office area, and also sharing in the cost of the lights in common areas such as entryways and restrooms. Loftus/Azbill to pay 100% of the three lights in the Water Works office area, 50% of the cost for four of the lights in the shared office entryway, and 50% of the cost for four restroom lights. Ayes – Two. Motion carried.

Proposed Budget for FY 2016-2017

Review Revenues: all items were reviewed from the last meeting and an adjustment was made to Sales Tax.

Discuss Expenditures: all expenditures were discussed and finalized. Loftus/Azbill to accept the proposed FY 2017 Budget with Revenues estimated at \$489,725.00 and Expenditures estimated at \$517,900.00, including a \$1.00 per hour step increase for Charlotte White effective 03-01-16 and a 3% raise for all three employees effective 07-01-16. Ayes - Two. Motion carried.

Set a Public Hearing date: the Board agreed to move the regular March Board Meeting ahead one week and hold the public hearing at the same time. Therefore, the Public Hearing will be Monday, March 07, 2016 at 4:30 p.m.

Discussion: Mr. Ellison relayed that the service contract for the chlorine analyzer is up for renewal for approximately \$1,050.00.

Azbill/Loftus to adjourn. Ayes - Two. Motion carried. The meeting adjourned at 5:11 p.m.

Cecil A. Azbill, Chairman

Sandra E. Clements, Secretary