

KEOKUK MUNICIPAL WATERWORKS
SUMMARY OF BOARD PROCEEDINGS

July 19, 2017

Chairman Hausch opened the regular meeting. A motion was made by Trustee Hickey and seconded by Trustee Bogner, the minutes from the previous meeting of June 22, 2017, shall be approved as presented. Motion Carried.

Vouchers were reviewed and approved. Sewer Vouchers were also reviewed and approved.

Mr. Maddox presented the Board with monthly charts and informed the Board of the work being done around the Plant. Mr. Maddox informed the Board that the Keokuk Municipal Waterworks passed the Lead and Copper testing that is conducted every three years.

Mr. Haney reported seven leaks in the month of June. He also presented monthly charts and added a new chart of meter changes and locates. Mr. Haney reported that the progress of the Water Main Replacement Project on Hawthorne Place is nearly complete. The Palean Street Water Main Replacement Project will begin next week.

Ms. Barnes discussed monthly financials, budget, operating expenses and water sales to date. Ms. Barnes informed the Board that training on the new billing software will begin next week for the office personnel and the office will be closed. Ms. Barnes shared a letter from the City of Keokuk requesting that the Keokuk Municipal Waterworks continue with the annual contribution, payable in monthly installments to the City, with the following resolution being adopted, RES #988, the Board hereby approves the continuation of the monthly transfer of funds to satisfy the request of the City of Keokuk. A motion was made by Trustee Long and Seconded by Trustee Hickey. Motion Carried.

Ms. Rogers shared with the Board that the summer interns have been making videos for the website, regarding signing up for the Direct Pay Plan, e-statements and other billing changes.

Ms. Rogers talked to the Board about the Retirement Benefit Policy, and that it will continue for another year. After some discussion, the following resolution was adopted, RES #989 the Board hereby approves the proposed, revised Retirement Benefit Policy to be adopted for July 2017- June 2018. A motion was made by Trustee Bogner and Seconded by Trustee Long. Motion Carried.

Ms. Rogers shared with the Board that we have a new video surveillance system and discussed a new video surveillance policy. After much discussion, the following resolution was adopted, RES #990, the Board hereby approves the 2017 Employee Handbook, which details personnel policies and practices of the Keokuk Municipal Waterworks, to be approved as presented. A motion was made by Trustee Boyd and Seconded by Trustee Hickey. Motion Carried.

There being no further business to come before the Board of Trustees, the meeting was adjourned, and the next regular meeting of the Board of Trustees will be held on Thursday, August 24, 2017, at 2:30 p.m. in the Waterworks office.

ATTEST: _____
Andrea Rogers, PE, Secretary

Mike Hausch, Chairman