

**KEOKUK MUNICIPAL WATERWORKS
SUMMARY OF BOARD PROCEEDINGS**

May 25, 2017

This is the time and place for a public hearing on the amendment of the 2016-2017 fiscal year budget. Chairman Hausch opened the public hearing and asked if there were any written or oral comments or objections. There being none, motion was made by Trustee Long and Seconded by Trustee Hickey that the public hearing be closed and the regular meeting be opened.

Chairman Hausch opened the regular meeting. A motion was made by Trustee Long and seconded by Trustee Hickey that the minutes from the previous meeting of April 20, 2017, were approved as presented. Motion Carried. Accounts Payable Vouchers and Sewer Vouchers were reviewed and approved.

Ms. Dunagan discussed monthly financials, budget, operating expenses, and water sales to date. Ms. Dunagan also discussed the need for a resolution to amend the 2016-2017 Fiscal Year Budget. RES #982, the Board hereby approves the amended budget for fiscal year ending June 30, 2017, as set forth in the Adopted Budget Summary and in the detailed budget in support thereof showing the estimated revenues and expenditures for said fiscal year in accordance with the summary and detail. A motion was made by Trustee Bogner and Seconded by Trustee Long. Motion Carried.

Mrs. Barnes presented proposed billing policies to be implemented into the Keokuk Municipal Waterworks Rules and Regulations, and after some discussion, following resolution was adopted, RES #983, the Board hereby approves the policies presented, to be added to the Rules and Regulations of the Keokuk Municipal Waterworks. A motion was made by Trustee Bogner and Seconded by Trustee Hickey. Motion Carried.

Mrs. Barnes discussed training dates of July 25 through July 27th for the new billing software. The Waterworks office will be closed during this time. Summer help has started from the month of May to August for all Waterworks departments.

Mr. Maddox presented the Board with monthly charts and informed the Board that the river temperature is fluctuating from 62° to 72°. Repairs are being done on the Miox units. The 36" pipe in the Chemical Feed Room has been incased in concrete. Mr. Maddox reported the Sludge Facility is running well.

Mr. Haney reported two leak in the month of April. He also presented the Board with monthly charts. Mr. Haney reported on the progress of the Water Main Replacement Project on Hawthorne Place. He also told the Board that May 31st, there will be a Pre-Bid meeting for the Palean Street Main Line Replacement Project. Bid opening will begin June 5, 2017.

Ms. Rogers presented a proposal from CPA Associates to conduct the annual audit for fiscal year ending June 30, 2017. After further discussion, the following resolution was adopted, RES #984, the Board hereby approves CPA Associates to conduct the annual audit for the fiscal year ending June 30, 2017. A motion was made by Trustee Boyd and Seconded by Trustee Long. Motion Carried.

Ms. Rogers also presented a proposal for GIS services from Shoemaker & Haaland. After further discussion the following resolution was adopted, RES #985, the Board hereby approves the proposal for engineering services from Shoemaker & Haaland, for the locations of valves, hydrants, and water mains; and updating ARC GIS maps and files. A motion was made by Trustee Hickey and Seconded by Trustee Boyd. Motion Carried.

Ms. Rogers discussed an article in Iowa Outdoors about the town of Keokuk and the Waterworks.

Ms. Rogers submitted the 2016 Consumer Confidence Report and the Employee Handbook for review.
Ms. Rogers reported the Waterworks is waiting on recommendations regarding the insurance claim.

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, June 22, 2017, at 2:30 p.m. in the Waterworks office.

ATTEST: _____
Andrea Rogers, PE, Secretary

Mike Hausch, Chairman