

**KEOKUK MUNICIPAL WATERWORKS
SUMMARY OF BOARD PROCEEDINGS**

September 21, 2017

Chairman Hausch opened the regular meeting. A motion was made by Trustee Bogner and seconded by Trustee Boyd, the minutes from the previous meeting of August 24, 2017, shall be approved as presented. Motion Carried. Accounts Payable Vouchers and Sewer Vouchers were 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 due to the latest hurricane in Florida, our carbon could be delayed.

Mr. Haney reported ten leaks in the month of August. He also presented the Board with monthly charts. Mr. Haney talked about the progress of the Water Main Replacement Project on Hawthorne Place and Palean Street.

Mrs. Dunagan discussed monthly financials, budget, operating expenses and water sales to date. Mrs. Dunagan discussed with the Board, a proposed print fee for reprinting a statement for customers. After some discussion the following resolution was adopted, RES # 994, the Board hereby approves a one dollar print fee to reprint statements for customers. A motion was made by Trustee Long and seconded by Trustee Bogner. Motion Carried.

Ms. Rogers talked to the Board about setting a Public hearing for the new Revenue Bond. After some discussion the following resolution was adopted:

Board Member Boyd introduced a resolution hereinafter next set out and moved its adoption, seconded by Board Member Bogner; and after due consideration thereof by the Board, the Chairperson put the question upon the adoption of the said resolution and the roll being called, the following named Board Members voted: Ayes: Hausch, Bogner, Long and Boyd. Nays: None.

Whereupon, the Chairperson declared the resolution duly adopted as follows:

RESOLUTION NO. 995

Resolution to fix a date for a public hearing on a proposal to issue waterworks system utility revenue bonds thereunder in a principal amount not to exceed \$2,500,000

WHEREAS, the City of Keokuk (the "City"), in Lee County, State of Iowa, did heretofore establish the Keokuk Municipal Waterworks (the "Waterworks Utility") of the City and for which the Waterworks Utility has continuously supplied water and water service in and to the City and its inhabitants since its establishment; and

WHEREAS, the management and control of the Waterworks Utility are vested in the Board of Trustees (the "Board") of the Waterworks Utility; and

WHEREAS, the Waterworks Utility now proposes to issue indebtedness in a principal amount not to exceed \$2,500,000 pursuant to the provisions of Chapter 384 of the Code of Iowa, 2017, as amended, for the purposes of: (i) paying the cost, to that extent, of constructing water improvements and extensions to the municipal waterworks system of the Water Utility, (ii) funding a debt service reserve fund, and (iii) paying for costs related to the issuance of the revenue bonds in a principal amount not to exceed \$2,500,000 (collectively the “Project”); and

WHEREAS, it is necessary to fix a date of meeting of the Board at which it is proposed to take action to issue the revenue bonds, payable from the net revenues of the Waterworks Utility, and to give notice thereof as required by such law;

NOW, THEREFORE, Be It Resolved by the Board of the Waterworks Utility as follows:

Section 1. This Board shall meet on October 19, 2017, at the Waterworks Utility Offices, 20 N 4th Street, Keokuk, Iowa, 52632 at 2:30 o’clock p.m., at which time and place a hearing will be held and proceedings will be instituted and action necessary to issue revenue bonds.

Section 2. The Board Secretary is hereby directed to give notice of the proposed action setting forth the amount and purpose thereof, the time when and place where the said meeting will be held by publication at least once, not less than four (4) and not more than twenty (20) days before the meeting, in a legal newspaper which has a general circulation in the City. The notice shall be in substantially the following form:

NOTICE OF PROPOSED ACTION TO INSTITUTE
PROCEEDINGS TO ISSUE KEOKUK WATERWORKS UTILITY REVENUE BONDS
IN A PRINCIPAL AMOUNT NOT TO EXCEED \$2,500,000

(WATER REVENUE)

The Board of Trustees (the “Board”) of Keokuk Municipal Waterworks (the “Waterworks Utility”) will meet on October 19, 2017, at the Waterworks Utility Offices, 20 N 4th Street, Keokuk, Iowa, 52632 at 2:30 o’clock p.m., to consider the issuance of Waterworks Utility Revenue Bonds the proceeds of which will be used for the purposes of: (i) paying the cost, to that extent, of constructing water improvements and extensions to the municipal waterworks system of the Waterworks Utility, (ii) funding a debt service reserve fund, and (iii) paying for costs related to the issuance of the revenue bonds in a principal amount not to exceed \$2,500,000 (collectively the “Project”).

The revenue bonds will not constitute a general obligation of the City of Keokuk, Iowa (the “City”), nor will the revenue bonds be payable in any manner by taxation but, together with any additional obligations as may be hereafter issued and outstanding from time to time ranking on a parity therewith, will be payable solely and only from the net revenues of the Waterworks Utility.

At that time and place, oral or written objections may be filed or made to the proposal to issue the revenue bonds. After receiving objections, the Board may determine to issue the revenue bonds, in which case, the decision will be final unless appealed to the District Court within fifteen (15) days thereafter.

By order of the Board of the Waterworks Utility.

Andrea Rogers
Board Secretary

Section 3. Pursuant to Section 1.150-2 of the Income Tax Regulations (the "Regulations") of the Internal Revenue Service, the Board declares (a) that it intends to undertake the Project which is reasonably estimated to cost approximately \$2,500,000, (b) that other than (i) expenditures to be paid or reimbursed from sources other than the issuance of bonds, notes or other obligations (the "Bonds"), or (ii) expenditures made not earlier than 60 days prior to the date of this Resolution or a previous intent resolution of the Board, or (iii) expenditures amounting to the lesser of \$100,000 or 5% of the proceeds of the Bonds, or (iv) expenditures constituting preliminary expenditures as defined in Section 1.150-2(f)(2) of the Regulations, no expenditures for the Project have heretofore been made by the Board and no expenditures will be made by the Board until after the date of this Resolution or a prior intent resolution of the Board, and (c) that the Board reasonably expects to reimburse the expenditures made for costs of the Board out of the proceeds of the Bonds. This declaration is a declaration of official intent adopted pursuant to Section 1.150-2 of the Regulations.

Section 4. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 5. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

Ms. Rogers spoke to the Board about needing a new Inserter Machine for the billing statements. She had quotes from several companies and recommended the low bid from Pitney Bowes, the Relay 4000 Inserting System. After some discussion the following resolution was adopted, RES # 996, the Board hereby approves the purchase of a new inserting system from Pitney Bowes. A motion was made by Trustee Bogner and Seconded by Trustee Long. Motion Carried.

Ms. Rogers presented the Board with a proposed Light Duty (work options) for Non-Work Related Injuries/Temporary Disabilities Policy. After some discussion, the following resolution was adopted, RES #997, the Board hereby approves a Light Duty Policy for Non-Work Related Injuries/ Temporary Disabilities to be added to the Employee Handbook

Ms. Rogers reported to the Board, the progress on the roof insurance claim. After some discussion the following resolution was adopted, RES # 998, the Board hereby amends RES # 993, and approves the proposal from Knapp-Warden, LLC. for their engineering services for the repair of the Plant roof. A motion was made by Trustee Bogner and Seconded by Trustee Long. Motion Carried.

There being no further business to come before the Board of Trustees, the meeting was adjourned, and the next Public meeting of the Board of Trustees will be held on Thursday October 19, 2017, at 2:30 p.m. in the Waterworks office.

ATTEST: _____
Andrea Rogers, PE, Secretary

Mike Hausch, Chairman