

KEOKUK MUNICIPAL WATERWORKS
BOARD OF TRUSTEES

JUNE 22, 2022

Present: Chairman Boyd, Trustees Crenshaw, and Long.

Chairman Boyd opened the regular meeting. A motion was made by Trustee Crenshaw and seconded by Trustee Long, that the minutes from the previous meeting of May 25, 2022, be approved as presented. All ayes. Motion carried. Vouchers were reviewed and approved.

Mr. Maddox presented the Board with monthly charts and informed the Board of the work that has been done around the Plant. The Miox units are doing well, there are no issues to report. The Membranes are running well. A few of the fibers have been getting pinned on some of the skids when time is available. There are no safety issues to report this month.

The Board was presented with monthly charts showing locates, service calls, meter installations, meters not sending out a read and water main breaks. This last month we had an increase in locates and service calls. There was a decrease on the number of meter installations last month. We are currently waiting on parts for the new meters to come in before installation. There are no safety issues to report this month.

Ms. Barnes discussed monthly financials, budget, operating expenses, and water sales to date. Industrial water consumption was up last month. Ms. Barnes discussed HRA retirement plans with the Board. The current retirement plan is to be used for reimbursement for medical expenses. The Waterworks will not renew the retirement policy at this time.

Mr. Bogner and Ms. Barnes discussed Western Union Bill Payment with the Board and shared that it is not cost efficient for the Waterworks. Ms. Barnes is looking into another alternative way to accept customer payments. She also informed the Board that the Waterworks office is open only for new service and reconnection of shut-offs, preferably by appointment.

Ms. Barnes informed the Board that the new website is up and running.

Mr. Bogner spoke with the Board about a new EPA health advisory regarding PFAS and PFOS. There is no action required from the Board or the Waterworks at this time regarding the health advisory.

Mr. Bogner presented the Board with a draft statement and late notice. It is under consideration that regular billing statements will say "Keokuk Utilities Bill" above "Keokuk Municipal Waterworks" at the top of the statement and will state, "Due on Receipt, late on 6th of the month" more clearly for consumer knowledge. The wording on the back of the statement was also modified to be clearer regarding late notices and bill payments. Mr. Bogner discussed having late notices printed on white paper rather than red, and changing the wording.

Mr. Bogner discussed changing the billing measurements from units to gallons. This should be able to be done before the new meters are set but discussions need to be had regarding the process first.

A motion to enter into executive session was made by Trustee Long and seconded by Trustee Crenshaw at 3:25 P.M., pursuant to Code of Iowa, Section 21.5(i) pertaining to personnel. Discussion was held regarding personnel. A motion to adjourn the executive session was made by Trustee Crenshaw and seconded by Trustee Long at 3:48 P.M. A motion to return to regular session was made by Trustee Long and seconded by Trustee Crenshaw.

Mr. Bogner shared with the Board, the recommended annual wage increase. The increase was based on current industry trends and cost of living. After some discussion, the following resolution was adopted, RES. #1157, the Board hereby approves the annual wage increase for Waterworks employees, excluding the General Manager, and a one-time payout for Union employees in addition to the bargained pay increase effective July 1, 2022 as presented. Moved by Trustee Crenshaw and seconded by Trustee Long. All ayes. Motion carried.

There being no further business to come before the Board of Trustees, the meeting was adjourned. The next meeting will be on July 20, 2022, at 2:30 P.M.

ATTEST: _____
David Bogner, Secretary

Kimberly Boyd, Chairman