

KEOKUK MUNICIPAL WATERWORKS
SUMMARY OF BOARD PROCEEDINGS

March 27, 2020

Present: Chairman Hausch, Trustees Bogner, Boyd, Hickey and Long were all present for the meeting via telephone conference.

Chairman Hausch opened the regular meeting. Motion was made by Chairman Hausch and seconded by Trustee Boyd, the minutes from the previous meeting of February 26, 2020, be approved as presented. Motion carried.

Accounts payable 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. Temporary measures were made to the PLC and permanent repairs will be on hold until the river levels are back to normal.

Mr. Maddox discussed with the Board that there have been some schedule changes at the Plant due to the COVID-19 Virus to encourage social distancing between staff. Capital Projects are on hold. Mr. Maddox shared with the Board that they hired a Plant Operator Trainee.

Mr. Johnston shared monthly charts. He gave a report on the Fulton and Cramer Water Main Projects. Fulton has three more intersections to be set and the Cramer Lane line is complete, with asphalt and concrete will be added.

Mr. Johnston reported to the Board that there was a break in at the Distribution shop.

Ms. Barnes discussed monthly financials, budget, operating expenses, and water sales to date. Ms. Barnes presented the Board a Water/Sewer Leak Forgiveness Policy. After some discussion the following resolution was adopted, RES #1098, the Board hereby approves the proposed policy, to be added to the Rules and Regulations of the Keokuk Municipal Waterworks for a Water/Sewer Leak Forgiveness to be adopted, as presented effective January 1, 2020. A motion was made by Trustee Hickey and seconded by Trustee Long. Motion carried.

Ms. Barnes presented an invoice to the Board for insurance renewal. With some discussion the following resolution was adopted, RES #1099, the Board hereby approves the proposed insurance policy renewal from Connection Insurance, for \$172,972.00. A motion was made by Trustee Bogner and seconded by Chairman Hausch. Trustee Hickey abstained. Motion carried.

Ms. Rogers shared with the Board that there were no safety incidents to report for the month. Ms. Rogers presented the bid results for the summer mowing and after some discussion the following resolution was adopted, RES #1100, the Board hereby accepts the bid received from Jeremiah M. Bollin, in the amount, of \$255.00, for mowing Keokuk Municipal Waterworks properties. A motion was made by Trustee Boyd and seconded by Trustee Hickey. Motion carried.

Ms. Rogers discussed capital improvements. The Board also had a discussion about protocol for the COVID-19 virus and how it will affect all aspects of the Waterworks.

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 is set for April 22, 2020, at 2:30 P.M. For participation by phone or computer, instructions will be included on the agenda.

ATTEST: _____
Andrea Rogers, PE, Secretary

Mike Hausch, Chairman