

KEOKUK MUNICIPAL WATERWORKS
SUMMARY OF BOARD PROCEEDINGS

May 27, 2020

Present: Chairman Hausch, General Manager Andrea Rogers, Trustees Bogner, Boyd, Hickey and Long.

The public was invited to attend the Go To Meeting by phone, computer or smart phone, as the office was closed due to COVID-19.

This is the time and place for a public hearing to Amend 2019-2020 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 Boyd and seconded by Trustee Long, that the public hearing was closed and the regular meeting be opened.

Chairman Hausch opened the regular meeting. Motion was made by Trustee Bogner and seconded by Trustee Boyd, that the minutes from the previous meeting of April 22, 2020, be approved as presented. Motion carried.

Accounts payable vouchers were reviewed and approved.

Ms. Barnes discussed monthly financials, budget, operating expenses, and water sales to date.

Ms. Barnes presented the Board with the amended budget for the 2019-2020 fiscal year. After some discussion, the following resolution was adopted, RES #1102, the Amended Budget for fiscal year ending June 30, 2020, 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, is adopted. Motion was made by Trustee Boyd and seconded by Trustee Long. Motion carried.

Ms. Barnes presented the Board with a Temporary Covid-19 HR Policy. After some discussion, the following resolution was adopted, RES #1103, the Board hereby approves the Temporary Covid-19 HR Policy, to be adopted by the Keokuk Municipal Waterworks, as presented. Motion was made by Trustee Hickey and seconded by Trustee Boyd. Motion carried.

Mr. Seabold presented the Board with monthly charts and informed the Board of the work being done around the Plant.

Mr. Johnston presented the Board with monthly charts. He gave a report on the Main Street project and that grass seed has been spread. Poepping, Stone & Bach inspected the roof at the Distribution Shop and Dansco will make the necessary repairs.

Ms. Rogers presented to the Board, a Change Order for the UF Chem Room Project. After some discussion the following resolution was adopted, RES #1104, that the Board hereby approves change order #2 from Adams Consulting and Programming for the Plant UF Expansion Project for the amount of, \$301,543.15. The total contract amount is now \$5,672,565.80. Motion was made by Trustee Bogner and seconded by Trustee Boyd. Motion carried.

Ms. Rogers also updated the Board on the Procurement Policy and changes made to it. Ms. Rogers and Trustee Hickey got together to make some recommendations to the Board. After some discussion the following resolution was adopted, RES #1105, the Board hereby approves the revised Procurement Policy to be adopted by the Keokuk Municipal Waterworks, as presented. Motion was made by Trustee Long and seconded by Trustee Hickey. Motion carried.

Ms. Rogers presented a letter the Waterworks received from the Hoerner YMCA about a forgiveness for the cost of refilling their pool. After some discussion, the following resolution was adopted, RES #1106, the Board hereby approves a grant for water used by the Hoerner YMCA to refill the pool after routine maintenance. Motion was made by Trustee Boyd and seconded by Trustee Hickey. Motion carried.

Ms. Rogers shared with the Board that there were no safety incidents to report for the month.

Ms. Rogers discussed capital improvements. She also told the Board that the staff schedule will return to normal beginning June 1, 2020.

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 June 24, 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