

KEOKUK MUNICIPAL WATERWORKS
SUMMARY OF BOARD PROCEEDINGS

NOVEMBER 20, 2019

Present: Chairman Hausch, Trustees Bogner, Boyd, Hickey and Long.

Chairman Hausch opened the regular meeting. Motion was made by Trustee Hickey and seconded by Trustee Bogner, the minutes from the previous meeting of October 29, 2019, 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.

Mr. Johnston reported three leaks, 24 meter repairs and 134 locates in the month of October. He also presented the Board with monthly charts. Mr. Johnston informed the Board that work on the Fulton Street main line is continuing as well as work on the Cramer Lane main line.

Ms. Barnes discussed monthly financials, budget, operating expenses, and water sales to date. Ms. Barnes reported that CPA Associates had been here a couple of days to help with accounting conversion, and now Quickbooks is fully functioning.

The new Procurement policy was re-introduced. After some discussion and edits, the following resolution was adopted, RES #1085, the Board hereby approves the proposed Procurement Policy to be adopted by the Keokuk Municipal Waterworks, as presented with edits. A motion was made by Trustee Hickey and seconded by Trustee Boyd. Motion carried.

Ms. Rogers shared with the Board that there was no safety incidents to report for the month of October. The Safety Committee held a meeting this month. Ms. Rogers presented to the Board that the safety suggestion boxes are in place at all three locations. There was a safety suggestion that was discussed at the safety meeting and is being evaluated.

Ms. Rogers informed the Board that Abatement Specialties has begun work at the distribution shop. She also discussed capital improvements.

A motion to enter into executive session was made by Trustee Long and seconded by Trustee Bogner, at 3:10 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 Bogner and seconded by Trustee Long, at 3:55 P.M. A motion to return to regular session was made by Trustee Long and seconded by Trustee Bogner.

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 Tuesday, December 17, 2019, at 1:00 P.M. at the Waterworks office.

ATTEST: _____
Andrea Rogers, PE, Secretary

Mike Hausch, Chairman