

**Park View Water & Sanitary District
Proposed Monthly Meeting Minutes
March 18, 2020**

**March 4, 2020 6:30 p.m. Trustees: Myron Scheibe, Valerie VanEe, and Ken Uhlenkamp; Employees: Brent Earley and Julia; PVOA Board Members and Employees: Ben Petty, Deanna Nielsen, Tom Gall, Michael Wright, Jeff Wolf, and Justin Norwood; Engineer: Greg Schaapveld
PVWSD & PVOA held a special meeting to discuss the sponsored project. Discussions included BMP Potentials/ Maintenance needs, short/long term project responsibilities, PVWSD temporary easement agreement, and PVOA Maintenance Obligation Agreement. Meeting Adjourned at 7:45 p.m.

Meeting called to order at 6:30 p.m. by Myron Scheibe

Attendance

- A. Trustees: Myron Scheibe, Joe McKeown and, Valerie VanEe
- B. Employees: Brent Earley and Julia Guy
- C. Guests: none

Approval of the February 19 Monthly Meeting, March 11 WTP 2 Project Hearing, and March 11, 2020 Budget Hearing Minutes

(Available for viewing)

Joe motioned to approve. Valerie seconded. All ayes.

Financial Reports (Available for viewing)

- A. February 2020 Balance on Accounts
- B. February 2020 List of monthly bills

Myron motioned to approve financial reports. Joe seconded. All ayes.

New Computer

Brent's computer needs to be replaced.

Valerie motioned to approve financial reports. Joe seconded. All ayes.

Well 4 Cleaning Bid (Available for viewing)

Joe motioned to approve. Valerie seconded. All ayes.

Service Line Material Policy

Before amending the current Service Pipes Policy to allow PEX for service lines, the Board wanted Brent to check with neighboring communities to see if they allow it.

COVID-19 Response

We will close the office temporarily. Employees will continue to work in the office and in the field taking precautions were necessary. We will monitor the local and national leaders regarding the spread of the virus and adjust accordingly.

We will adjust customer payment procedures by not taking payments in the office. We will send a letter in the bill explaining payment methods. We will also adjust billing due dates and PA for customers impacted by the virus.

Building a wall in the front office and having an access window for customers is one way to better protect employees and to better secure the office.

Old Business

A. Sponsored Project (see notes from March 4 meeting above)

B. WTP 2 Improvement Project

Building: Archeological Investigation was completed March 11

County Permit was approved March 12

Mechanical: Advertised Bids-March 10

Public Hearing and Award Bids-April 15

SRF Public Hearing was March 11

DNR Environmental Review is not complete

Open Bids-April 7

Begin Construction-August 2020

C. Lagoon

DNR Construction Permit received-March 3

Open Bids-May 5

Construction starts-June

Advertised for Bids-March 18

Public Hearing and Award Bid-May 20

Operations Report (Available for viewing)

Open to the Floor

Myron adjourned the meeting at 8:10 p.m.

Next Monthly Meeting: April 15, 2020

6:30 p.m. Park View Water & Sanitary District 12A Grove Road Park View, IA

The Park View Water & Sanitary District is always open to and welcomes comments, questions, and/or suggestions from any resident of the community. However, when issues or proposals come before the Trustees without prior adequate administrative review, the Trustees shall delay action pending review and recommendations.