



BOARD OF TRUSTEES
Special Meeting Agenda
205 East State Street
February 8, 2021, 12:00 Noon

Audio Meeting
Call in number: 1 (877) 309-2073
Access Code: 204-902-941

1. Roll Call
2. **Discussion:** Public Hearing on the Proposed 2021-2022 Fiscal Year Budget for the Marshalltown Water Works
3. **Decision:** Approval of the Adopted Budget Certificate including a Resolution Adopting the Budget for the 2021-2022 Fiscal Year Budget for the Marshalltown Water Works
4. **Decision:** Review and approval of amendments to Employee Handbook to modify smoking and seatbelt policies
5. **Decision:** Review and approval of amendment to Rules and Regulations to modify Section 106.10 Unauthorized Use of Unmetered Water to set a minimum penalty

ADOPTED BUDGET CERTIFICATE

To: Marshalltown City Council

At a meeting of the Marshalltown Water Works Board of Trustees, held after public hearing as required by law, on February 8, 2021, the proposed budget for Fiscal Year 2022 was adopted as summarized and attached hereto.

Telephone Area Code (641) 753-7913

_____ Board Secretary
(signature)
Address 205 East State Street - P.O. Box 1420
Marshalltown, IA 50158

Record of Public Hearing and Adoption of Budget:

On February 8, 2021, the Marshalltown Water Works Board of Trustees met for the purpose of conducting a public hearing on the proposed Fiscal Year 2022 budget as published. Notice of time and place of hearing had been published on January 27, 2021, in the Marshalltown Times Republican and the affidavit of publication was available to file with the City Council.

The budget estimate was considered and taxpayers and residents heard for and against said estimate were as follows:

After giving opportunity for all desiring to be heard, the Board adopted the following budget resolution:

A RESOLUTION ADOPTING THE BUDGET FOR FISCAL YEAR ENDING JUNE 30, 2022

BE IT RESOLVED by the Marshalltown Water Works Board of Trustees: The budget for Fiscal year ending June 30, 2022, as set forth in the Adopted Budget Summary and in the detailed budget in support thereof showing the estimated revenues and expenditures for said budget year is adopted, and the Secretary is directed to make the filing required by law and to set up the books in accordance with the summary and detail as adopted.

Passed and approved on February 8, 2021, by the following vote:

AYES:

NAYS:

(signature) Chairperson

(signature) Secretary

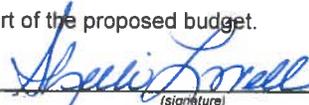
**NOTICE OF PUBLIC HEARING
Budget Estimate**

Marshalltown Water Works
(Name of Enterprise)

The Marshalltown Water Works Board of Trustees will conduct a public hearing on
(Governing Board)

the proposed Fiscal year 2022 budget at 205 East State Street, Marshalltown Iowa
(specify fiscal or calendar) *(xxxx/xxxx)*
on 2/8/21, beginning at 12:00 o'clock. Noon The Budget Estimate Summary of proposed revenues
(xx/xx/xx) *(x.xx)* *(AM/PM)*
and expenditures is shown below. Copies of the **detailed** proposed budget may be obtained or viewed at the office of the
City Clerk or Utility Finance Officer and at the city library. At the public hearing, any resident or taxpayer may present
objections to, or arguments in favor of, any part of the proposed budget.

1-22-21
(date)


(signature)

Secretary

		Budget	Re-estimated	Actual
		2022	2021	2020
		<i>(xxxx)</i>	<i>(xxxx)</i>	<i>(xxxx)</i>
Revenues & Other Financing Sources				
	Use of money and property	34,000	34,000	50,489
	Charges for services	6,200,128	5,709,236	5,918,492
	Miscellaneous	20,000	25,000	722,447
	Other Financing Sources	0	0	0
	Total Revenues & Financing Sources	6,254,128	5,768,236	6,691,428
Expenditures & Transfers Out				
	Expenditures	5,282,715	5,277,706	4,437,053
	Transfers Out	0	0	0
	Total Expenditures & Transfers Out	5,282,715	5,277,706	4,437,053
	Excess of Revenues & Other Sources (+) (-) Expenditures & Transfers Out	971,413	490,530	2,254,375
Beginning Fund Balance	<u>July 1</u> <i>(month)</i>	17,293,878	16,803,348	14,548,973
Ending Fund Balance	<u>June 30</u> <i>(month)</i>	18,265,291	17,293,878	16,803,348

SMOKING/TOBACCO/E-CIGARETTES

The use of smoking and smokeless tobacco and electronic cigarettes is prohibited in all offices, meeting rooms, work areas, and utility vehicles owned or operated by MWW.

Smoking and the use of smokeless tobacco or electronic cigarettes may only take place while the employee is on a break and in areas where such use is not prohibited. This area must be located outside at least 15 feet from all building entrances and must not adversely impact other employees or the general public.

Violations of smoking, smokeless tobacco, and electronic cigarette rules may result in discipline, up to and including termination.

SEATBELT/RESTRAINT POLICY

It is the policy of Marshalltown Water Works that all employees operating official vehicles, equipment, personal and rental cars on official business and other occupants use seatbelts and shoulder restraints.

Employees operating equipment with a rollover protective structure shall use seatbelts when operating the equipment.

Employees are also prohibited from riding in or on parts of a vehicle not designed for human occupancy. This includes but is not limited to pickup and truck boxes, fenders, steps and bumpers.

Failure to comply with these rules is a violation of Marshalltown Water Works safety policies, which is cause for disciplinary action.

106.10 UNAUTHORIZED USE OF UNMETERED WATER

- A) Where a water service has been turned off at the stop box or water main for any reason, and is subsequently found turned on without proper authority, the Water Works may disconnect the water service. The water service shall not be reactivated until a new application for service is executed and payment for the expense of disconnecting such water service is made.

- B) The discovery of a by-pass that would allow unmetered water to be used on the premises of a customer is in violation of Chapter 714.1, Code of Iowa (1987). The following charges will be made against the customer in such cases;
 - 1) Cost for removal of piping and all other incidental costs.
 - 2) An estimated bill for water consumption as determined by the Water Works.
 - 3) A penalty of \$650 or an alternative amount as approved ~~established~~ by the Board.