

OSCEOLA WATER BOARD
JANUARY 2, 2014
(UNOFFICIAL – NOT BOARD APPROVED)

The Osceola Water Board met for the regularly scheduled meeting on Thursday, January 2, 2014 at 5:30 P.M. This being the time and place as legally posted, the meeting was called to order by Chairman Ryan Rychnovsky with the following Board Members present: MacKenzie O’Hair, Alisha Crawford, Dave Neas and Susana Contreras. Also present were Superintendent Brandon Patterson, Utility Office Manager Carrie Benda, Michael Moehrl, Lindsey Wenner, Bill Trickey and others not signed in.

Board member O’Hair motioned to approve the agenda as presented and Neas seconded the motion.

Ayes: O’Hair, Crawford, Neas, Contreras, Rychnovsky
Nays: None
Motion Passed

When Chairman Rychnovsky announced the opportunity for citizens to address the board about items not on the agenda Bill Trickey with Clarke County Development Corporation appeared. Mr. Trickey gave an update to the board regarding the Pillar’s Grant application that was submitted by the board and requested the board’s approval to hold off proceeding with the application until February so there could be research completed regarding other forms of available funding. The Pillar’s grant application would be submitted to the Development Corporation Board in February 2014 and the thirty day waiver could be requested to be waived.

Discussion was opened regarding setting the Chair and Vice Chair position for 2014. Board member Crawford motioned to re-elect the current Chair, Ryan Rychnovsky & Vice Chair, MacKenzie O’Hair for calendar year 2014 and Neas seconded the motion.

Ayes: O’Hair, Crawford, Neas, Contreras, Rychnovsky
Nays: None
Motion Passed

Water Superintendent Brandon Patterson opened the discussion regarding a county radio system to be placed on the West Water Tower. Mr. Patterson introduced Mike Moehrl and Lindsey Wenner to the board. Mr. Moehrl presented that the County hired Raycom Critical Communications to discuss a proposal for a digital radio system for the area. This system would be used by the county engineer and emergency management departments. Mr. Moehrl presented that the west water tower appeared to be the best location for the system and requested the board’s approval to place an antenna on this tower. After discussion was held, board member Crawford motioned for Mike Moehrl with Raycom Critical Communications to submit a written proposal to Water Superintendent, Brandon Patterson to be reviewed by the Water Works Engineer and then reporting back to Raycom Critical Communications and the board. O’Hair seconded the motion.

Ayes: O’Hair, Crawford, Neas, Contreras, Rychnovsky
Nays: None
Motion Passed

Utility Office Manager Carrie Benda opened the discussion regarding adopting the employee manual by stating that at the December meeting, the board approved the manual as presented. Ms. Benda presented a resolution to formally adopt the employee manual for Water Works business and move forward with employee meetings. Board member Crawford motioned to adopt the employee manual by resolution and O’Hair seconded the motion. Roll call of the vote was;

Ayes: O’Hair, Crawford, Neas, Contreras, Rychnovsky
Nays: None

Motion Passed
Resolution 2014-01

Utility Office Manager Carrie Benda opened the discussion regarding tech house fees by presenting a resolution that would waive water related fees on behalf of Osceola Water Works for the purpose of homes constructed by Clarke County Development Corporation, Southwestern Community College and Clarke Community High School Carpentry Classes. The fees waived include; water main connection fee, water meter fee and meter installation fee. Per the resolution, any additional fees requested for waiver would need to be presented to the board for approval. Board member Neas moved to approve the resolution to waive fees relating to tech houses as presented and O’Hair seconded the motion. Roll call of the vote was;

Ayes: O’Hair, Crawford, Neas, Contreras, Rychnovsky

Nays: None

Motion Passed

Resolution 2014-02

Water Superintendent Brandon Patterson opened the discussion regarding the adoption of the Water Works rules and regulations by presenting suggested word changes received from board member Neas regarding access to premise, service line requirements and replacing private water lines on public property. The board requested the changes be made and brought back to the February board meeting for approval.

Water Works Superintendent Brandon Patterson opened the discussion regarding a Foreman position by presenting a job description to the board. Mr. Patterson requested the board to look over the description and offer suggestions. Due to the timing of the description getting to the board Mr. Patterson requested holding off on approval until the next meeting.

Water Superintendent Brandon Patterson opened the discussion regarding the FY 2014-2015 budget by walking through the figures. The board recommended changes relating to the employee compensation figures, utilities, miscellaneous and insurance. Also requested was to inquire about an audit figure and to add a professional services section to the budget, renaming of the contributions and donations line item and additional information regarding an SRF loan. No action was taken on this item.

Water Superintendent Brandon Patterson reported a number of main breaks that have been repaired by Water Works staff, an upcoming union meeting, utility billing agreement and an upcoming meeting with Elisabeth Reynoldson. Mr. Patterson concluded his report by wishing to set a date for a plant tour.

Chairman Rychnovsky presented the consent agenda. Board member Neas motioned to approve the consent agenda as presented and Crawford seconded the motion. The consent agenda included the Aging Report, YTD Budget Report, minutes from the meeting held on December 5, 2013 as well as the following Bills and Claims:

A R S CONSTRUCTION	SERVICES	\$18,734.30
AFLAC	PAYROLL	\$82.53
ALISHA CRAWFORD	COMPENSATION	\$75.00
ALL SERVICE	SERVICES	\$2,464.76
ALLIANT ENERGY	SERVICES	\$6,050.02
AUTOMATIC SYSTEMS CO	SERVICES	\$1,036.50
BARCO MUNICIPAL PRODUCTS INC	SERVICES	\$203.44
CARRIE BENDA	REIMBURSEMENT	\$195.33
BONNIES BARRICADES	SERVICES	\$1,464.80
BUD JONES CONSTRUCTION	SERVICES	\$1,751.84
CARD MEMBER SERVICE	SERVICES	\$291.45
CHEM-SULT INC.	SERVICES	\$20,656.20
COUNTRY CONCRETE	SERVICES	\$580.00
CR SERVICES	SERVICES	\$68.89
DAVE NEAS	COMPENSATION	\$75.00
FAREWAY STORES	SUPPLIES	\$3.00
FP MAILING SOLUTIONS	POSTAGE	\$239.77
HD SUPPLY WATERWORKS	SUPPLIES	\$2,232.14

HIGHWAY LUMBER	SUPPLIES	\$175.62
HOTSY CLEANING SYSTEMS	SERVICES	\$253.40
HYDRITE CHEMICAL CO.	CHEMICALS	\$952.40
IDEAL READY MIX CO	CONCRETE	\$2,828.25
INTERNAL REVENUE SERVICE	PAYROLL	\$5,212.87
INTERSTATE ALL BATTERY CENTER	SERVICES	\$488.77
IOWA DEPT OF REVENUE	PAYROLL	\$904.00
IOWA DEPT OF REVENUE	SALES TAX	\$4,492.00
IOWA ONE CALL	SERVICES	\$52.60
IPERS	PAYROLL	\$3,100.11
J P COOKE CO	SUPPLIES	\$21.50
LOGAN CONTRACTORS SUPPLY	SERVICES	\$155.80
MACKENZIE O'HAIR	COMPENSATION	\$75.00
MATT PARROTT	SUPPLIES	\$163.07
MENARDS	SERVICES	\$189.61
MET LIFE	DENTAL INSURANCE	\$580.28
MIDWEST OFFICE TECHNOLOGY	SERVICES	\$124.57
MUNICIPAL SUPPLY INC.	SERVICES	\$4,058.45
MUTUAL OF OMAHA	LIFE INSURANCE	\$83.60
REYNOLDS & VANWERDEN LLP	LEGAL SERVICES	\$191.70
RYAN RYCHNOVSKY	COMPENSATION	\$75.00
SEMINOLE RETAIL ENERGY SV	UTILITIES	\$378.41
SJC & J INC	SERVICES	\$100.00
STAR EQUIPMENT, LTD	SERVICES	\$7,087.00
SUPERIOR CONSTRUCTION SERV	SERVICES	\$4,221.00
SUSANA CONTRERAS	COMPENSATION	\$75.00
TEAMSTERS	UNION DUES	\$256.00
U.S. CELLULAR	COMMUNICATION	\$605.41
UNITED HEALTH CARE	MEDICAL INSURANCE	\$10,821.18
USA BLUEBOOK	SUPPLIES	\$1,173.31
WILD BLUE	SERVICES	\$86.32
WINDSTREAM	COMMUNICATION	\$270.65
ZEE MEDICAL INC	SUPPLIES	\$25.70
ZIMCO	SUPPLIES	\$105.00
TOTAL CLAIMS		\$105,588.55

Ayes: O'Hair, Crawford, Neas, Contreras, Rychnovsky
Nays: None
Motion Passed

Utility Office Manager Carrie Benda had nothing to report.

Board Member Reports: Dave Neas requested a future meeting topic for presentation of time off from work.

There being no further business to discuss, board member Neas motioned and O'Hair seconded adjournment at 7:15 p.m.

Ayes: O'Hair, Crawford, Neas, Contreras, Rychnovsky
Nays: None
Motion Passed

Attest:

Ryan Rychnovsky, Chairman

Carrie Benda, Utility Office Manager