

OSCEOLA WATER BOARD
November 12, 2015

The Osceola Water Board met for the rescheduled regular meeting on Thursday, November 12, 2015 at 5:30 P.M. This being the time and place as legally posted, the meeting was called to order by Utility Office Manager Carrie Benda with the following Board Members present: Alisha Kale, Laura Castro and Larry Bishop. Board members Dave Neas & MacKenzie O'Hair were absent. Also present were Superintendent Brandon Patterson, Administrative Assistant/GIS Specialist Kim Allard, Andrew Clark and others not signed in.

Board member Kale motioned to approve the agenda as presented and Castro seconded the motion.

Ayes: Kale, Bishop, Castro
Nays: None
Absent: Neas, O'Hair
Motion Passed

Water Superintendent Brandon Patterson opened the discussion regarding Ryan Rychnovsky's resignation from the board. Mr. Patterson explained with Mr. Rychnovsky's resignation, that now the Vice Chair position is vacant. After discussion, board member Bishop motioned to appoint Laura Castro as Vice Chair for the remainder of 2015 and Kale seconded the motion.

Ayes: Kale, Bishop, Castro
Nays: None
Absent: Neas, O'Hair
Motion Passed

Vice Chair Castro chaired the remainder of the meeting after the motion was passed.

No one was present to speak to the board about items not on the agenda.

Water Superintendent Brandon Patterson opened the discussion regarding a communication plan with Spoke Communications by requesting the board's direction regarding moving forward with educating the public regarding the Water Works operations. Mr. Patterson introduced Andrew Clark to the board who presented options for the board. After discussion, board member Kale motioned to approve the plan with Spoke Communications as presented from October 2015 thru May 2016 and Bishop seconded the motion. Roll call of the vote was:

Ayes: Kale, Bishop, Castro
Nays: None
Absent: Neas, O'Hair
Motion Passed

Resolution 2015-22

Water Superintendent Brandon Patterson opened the discussion regarding a proposal for web based GIS by presenting a proposal received from Midland GIS. Mr. Patterson stated that Osceola Water Works currently has a computer station that we use to map hydrants, valves, lines, etc. Mr. Patterson stated that the plan to move forward would allow the information mapped to be web based and easily accessible thru an IPAD, laptop or mobile telephone. This program will allow Osceola Water Works staff to respond to emergency situations quicker and allow for data to be collected and stored as the work is being completed. After discussion, board member Kale motioned to approve the contract agreement with Midland GIS and Bishop seconded the motion. Roll call of the vote was:

Ayes: Kale, Bishop, Castro
Nays: None
Absent: Neas, O'Hair

Motion Passed
Resolution 2015-23

Utility Office Manager Carrie Benda opened the discussion regarding amending section 5.3 Timekeeping of the Osceola Water Works Employee Manual. Mrs. Benda presented a resolution that would allow for a seven minute grace period with a fifteen-minute round. After discussion was held, the board requested to table the item til the December 3, 2015 board meeting to reference the attendance policy and make any changes as needed.

Water Superintendent Brandon Patterson opened the discussion regarding water rates for 2016. Mr. Patterson stated that the utility is experiencing significant increased treatment costs for treating the water. Mr. Patterson stated that operation changes need to be made at the plant to address taste & odor issues. Discussion was held regarding metered sales, collections, etc. After discussion the board approved a special meeting to be held on Tuesday, November 17, 2015 at 2:00 p.m. to set a public hearing date to discuss the need to raise rates.

Water Superintendent Report: Brandon Patterson welcomed Larry Bishop to the Water Board and reported that a welcoming letter was issued to Mayor Tom Kedley and new Council Member Doug Gay. Mr. Patterson continued by updating the board on four main breaks that were repaired by Water Works staff in the month of November and the South Ridge Road installation project which customers have been hooked up to the new water main. Mr. Patterson concluded his report by reporting to the board a health insurance increase, staff training, flushing of hydrants and an update on meetings attended.

Vice Chair Castro presented the consent agenda. Board member Kale motioned to approve the consent agenda as presented and Bishop seconded the motion. The consent agenda included the Aging Report, YTD Budget Report, minutes from the meeting held on October 1, 2015 as well as the following Bills and Claims:

AFLAC	PAYROLL	\$304.87
AGSOURCE LABORATORIES	LAB TESTING	\$1,462.00
ALLIANT ENERGY	UTILITY	\$6,181.81
AMERICAN WATER ASSOC.	MEMBERSHIP	\$354.00
MIRANDA ARNOLD	DEPOSIT REFUND	\$100.00
BARCO MUNICIPAL PRODUCTS	SERVICES	\$411.90
MELODY ANN BARRUETA	REFUND	\$100.00
BLUE TARP FINANCIAL	SERVICES	\$129.00
DARBY BRIGNAC	DEPOSIT REFUND	\$100.00
CARD MEMBER SERVICE	SERVICES	\$1,129.18
CARD SERVICE CENTER	SERVICES	\$496.21
CASEY'S GENERAL STORES	FUEL	\$2,811.07
CHEM-SULT	CHEMICALS	\$128,437.95
CITY OF OSCEOLA	MONTHLY COLLECTIONS	\$312,859.52
CLARKE COMMUNITY SCHOOLS	DEPOSIT REFUND	\$1,300.00
CLARKE COUNTY EXTENSION	SERVICES	\$85.00
CLARKE COUNTY HOSPITAL	SERVICES	\$92.00
COUNTRY CONCRETE	SERVICES	\$1,136.75
CR SERVICES	SERVICES	\$728.69
CRESTON PUBLICATIONS	PUBLICATION	\$473.38
D & D PEST CONTROL	SERVICES	\$90.00
DATA TECHNOLOGIES, INC.	SUPPLIES	\$76.44
TERRY DELONG	DEPOSIT REFUND	\$100.00
KRISTEN DEVORE	REFUND	\$.15
ROB DUNPHY	DEPOSIT REFUND	\$100.00
DUST PROS JANITORIAL	SERVICES	\$500.00
FAREWAY STORES	LAB TESTING	\$46.81
FP MAILING SOLUTIONS	SERVICES	\$90.00
HACH COMPANY	LAB TESTING	\$1,366.24
HIGHWAY LUMBER	SUPPLIES	\$426.48
MALVINA HUSTED	DEPOSIT REFUND	\$54.21
HYDRITE CHEMICAL CO.	CHEMICALS	\$3,839.20
IA DEPT OF HUMAN SERVICES	PAYROLL	\$666.35
IA DEPT OF NATURAL RESOURCES	PERMIT	\$129.00
IDEAL READY MIX CO	SERVICES	\$3,493.50
INTERNAL REVENUE SERVICE	PAYROLL	\$15,948.59
IA DEPT OF REVENUE	PAYROLL	\$1,935.00
IOWA FINANCE AUTHORITY	INTEREST	\$16,791.25

IOWA ONE CALL	SERVICES	\$125.30
IOWA WORKFORCE DEV	UNEMPLOYMENT	\$942.00
IPERS	PAYROLL	\$6,536.33
J P AUTO	SUPPLIES	\$146.43
TIFFANY JENKINS	DEPOSIT REFUND	\$5.19
JETCO, INC.	SERVICES	\$708.00
JESSICA KOOKER	DEPOSIT REFUND	\$24.79
STEPHANIE LAWSON	DEPOSIT REFUND	\$63.03
M & M AG	SERVICES	\$65.00
MATT PARROTT	OFFICE SUPPLIES	\$503.99
MENARDS – CLIVE	SUPPLIES	\$575.36
MET LIFE	DENTAL INSURANCE	\$432.90
METERING & TECHNOLOGY SOLUT	WATER METER	\$2,547.75
MID STATE SURVEYING &	SERVICES	\$1,358.00
MIDWEST OFFICE TECHNOLOGY	SERVICES	\$124.22
MUNICIPAL SUPPLY INC.	SUPPLIES	\$7,626.80
MUTUAL OF OMAHA	LIFE INSURANCE	\$72.20
NEUMANN BUILDERS	DEPOSIT REFUND	\$1,300.00
NICHOLS EQUIPMENT LCC	SERVICES	\$1,950.00
MAKENZIE O'DONNELL	DEPOSIT REFUND	\$45.60
O'REILLY AUTO PARTS	SUPPLIES	\$84.42
OSCEOLA FARM & HOME	SUPPLIES	\$12.49
OSCEOLA WATER WORKS	APPLY DEPOSITS	\$571.88
PENICK ELECTRIC	COMMUNICATION	\$14.99
LAURA RAMIREZ	DEPOSIT REFUND	\$100.00
AMY RAMOS	DEPOSIT REFUND	\$100.00
REYNOLDSON & VANWERDEN LLP	LEGAL SERVICES	\$239.62
JESSICA ROBINSON	DEPOSIT REFUND	\$100.00
ROBINSONS CO	SUPPLIES	\$307.02
BRANDY & THOMAS SAGE	DEPOSIT REFUND	\$100.00
SAVAGE EXCAVATING	SERVICES	\$500.00
SCHILDBERG CONSTRUCTION CO.	ROCK	\$2,195.32
SEMINOLE ENERGY SERVICES	NATURAL GAS	\$204.34
SHAZAM	MONTHLY FEE	\$10.00
CLAY SMITH	DEPOSIT REFUND	\$100.00
FREDERICK SMITH	DEPOSIT REFUND	\$35.30
SOLUTIONS	SUPPLIES	\$19.99
SPOKE COMMUNICATIONS	SERVICES	\$3,000.00
STATE HYGENIC LABORATORY	LAB TESTING	\$562.50
THREE C DESIGN	SERVICES	\$50.00
TOM & JOHN'S AUTO SERVICE	SERVICES	\$577.91
ANDRES MARTIN TOMAS	DEPOSIT REFUND	\$100.00
U.S. CELLULAR	COMMUNICATION	\$562.45
U.S. POST OFFICE	POSTAGE	\$1,488.23
OLEG UGRIN	REFUND DEPOSIT	\$100.00
UNITED HEALTHCARE	HEALTH INSURANCE	\$8,572.40
USA BLUEBOOK	SERVICES	\$64.25
VETTER EQUIPMENT CO.	SERVICES	\$1,702.05
W.H. SUTTOPN MECHANICAL	SERVICES	\$3,845.00
WILD BLUE	COMMUNICATION	\$86.32
WILDER'S TRUCK SERVICE	SERVICES	\$42.61
WINDSTREAM	COMMUNICATION	\$566.97
ZEE MEDICAL INC.	SERVICES	\$95.40
ZIEGLER INC.	SERVICES	\$1,453.00
ZIMCO SUPPLY CO	SERVICES	\$105.00
	TOTAL	\$599,234.98

Ayes: Kale, Bishop, Castro

Nays: None

Absent: Neas, O'Hair

Motion Passed

Utility Office Manager Carrie Benda reported to the board regarding the audit report rough draft and the sewer and garbage reporting. Mrs. Benda continued by discussing with the board utility deposits, billing options and water loss.

Board Member Reports: Alisha Kale spoke of the communication plan.

There being no further business to discuss, board member Kale motioned and Bishop seconded adjournment at 7:16 p.m.

Ayes: Kale, Bishop, Castro

Nays: None
Absent: Neas, O'Hair
Motion Passed

Laura Castro, Vice Chair

Attest:

Carrie Benda, Utility Office Manager

Published in the Osceola Sentinel Tribune on 11-26-2015 for a cost of \$144.98.

Approved by the Osceola Water Board of Trustees on 12-3-2015.