

OSCEOLA WATER BOARD
JUNE 10, 2014

The Osceola Water Board met for the regularly scheduled meeting on Tuesday, June 10, 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 Kale, Susana Contreras and Dave Neas. Also present were Superintendent Brandon Patterson, Utility Office Manager Carrie Benda and others not signed in.

Board member O'Hair motioned to approve the agenda as presented and Kale seconded the motion.

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

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

Utility Office Manager Carrie Benda opened the discussion regarding the funds from the atrazine settlement by stating that the CD expires on June 30, 2014 and stated the board would need to make a decision of how they wished to proceed. After discussion, the board's decision was made to move this agenda item to the July meeting for action.

Utility Office Manager Carrie Benda opened the discussion regarding moving delinquent water amounts to bad debt by presenting a list of the water debts. After discussion, board member Kale motioned to approve staff to move the water debt from active to bad debt and Contreras seconded the motion.

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

Utility Office Manager Carrie Benda opened the discussion regarding entering into an agreement with HR Green for general services by presenting the agreement for board review. After discussion, board member Kale motioned to approve staff to enter into an agreement with HR Green for general services and O'Hair seconded the motion.

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

Utility Office Manager Carrie Benda opened the discussion regarding HGI-Lakeside lease extension by presenting a copy of the contract. Discussion was held. No action was taken.

Water Superintendent Brandon Patterson opened the discussion regarding utilization of fire hydrants during the CDBG Façade project by presenting the inquiry we were presented with. After discussion, the board's decision was to charge the hydrant deposit fee and cost of water used. No further action was taken.

Water Superintendent Brandon Patterson opened the discussion regarding the water leak request for 1906 North Main by presenting the form that has been used in the past. Discussion was held regarding how the board wished to handle these types of requests. The board asked staff to place this request on the July meeting agenda and bring back a cost of production for the board to review.

Water Superintendent Brandon Patterson opened the discussion regarding the meter reading/testing at Paul Mueller. The board authorized staff to move forward with the meter test and stated that if our meter was found to be working properly the customer would be responsible

for making payment on the invoice received. Also discussed was the need for a meter testing policy to be presented for adoption at a future meeting.

Water Superintendent Brandon Patterson opened the discussion regarding future equipment needs. Mr. Patterson explained the department has been performing their own work to cut costs for both the department and customers. After discussion, the board requested to move this agenda item to the next month's meeting and requested information regarding a plan for the purchase of equipment and attachments as well as a listing of staff that can perform the work.

Water Superintendent Brandon Patterson opened the discussion regarding a private water line located on South Ridge Road by presenting a map of the area. Mr. Patterson stated that the current homeowner of 1420 South Ridge Road is currently not hooked onto the service line. The home is for sale and the request to get water service to this home has been requested. After discussion, the board wished to follow the current rules in place regarding private lines.

Water Superintendent Brandon Patterson opened the discussion regarding the roof repairs at 208 West Jefferson Street. If the board wished to proceed using the grant funds, the contractor placed in the grant request would be the contractor used to make the repairs. After discussion, Mr. Patterson proposed moving forward with the contractor selected. Board member Kale motioned to approve Chairman Rychnovsky to fill out the grant paperwork for the roof and Neas seconded the motion.

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

Water Superintendent Report: Brandon Patterson reported to the board on water plant repairs, water tower repairs and the rate study. Continuing on, Mr. Patterson gave an update on the union, two new operators, summer help, Arbor Valley Lake, billing agreement, increased costs for lab testing and chemicals and gave an update on the Reservoir project.

Chairman Rychnovsky presented the consent agenda. Board member Neas motioned to approve the consent agenda as presented and Kale seconded the motion. The consent agenda included the Aging Report and YTD Budget Report, minutes from the May 1, 2014 meeting as well as the following Bills and Claims:

AFLAC	PAYROLL	\$89.46
AGSOURCE LABORATORIES	LAB TESTING	\$164.00
AIR SOLUTIONS	PLANT REPAIRS	\$112.50
ALLIANT ENERGY	UTILITIES	\$5,387.47
JUAN BARAJAS	REFUND	\$.92
BOB'S CUSTOM TROPHIES, INC.	SERVICES	\$12.00
BOBS AUTO SUPPLY	SERVICES	\$35.21
BUD JONES CONSTRUCTION	SERVICES	\$2,407.50
CARBON CENTRAL, LLC	CHEMICALS	\$89,553.00
CARD MEMBER SERVICE	SERVICES	\$21.61
CARD SERVICE CENTER	SERVICES	\$376.10
CASEY'S GENERAL STORES	FUEL	\$2,035.83
CHEM-SULT INC	CHEMICALS	\$17,740.14
CITY OF OSCEOLA	SERVICES	\$125,086.93
CLARKE COUNTY HOSPITAL	SERVICES	\$136.00
CRESTON PUBLISHING COMP	PUBLICATIONS	\$493.10
D & D PEST CONTROL	SERVICES	\$90.00
ROBERTO DELGADO	REFUND	\$100.00
KRISTEN DEVORE	REFUND	\$99.98
FAREWAY STORES	LAB TESTING	\$13.95
FASTENAL	PLANT MAINTENANCE	\$54.39
FP MAILING SOLUTIONS	SERVICES	\$90.00
FRIDAY INSURANCE AGENCY	SERVICES	\$757.00
FRY ELECTRIC	REPAIRS	\$1,726.70
LARRY S GLENN	REFUND	\$.16
BROOKE HALVORSEN	REFUND	\$100.00
KATHLENE T HAMMOND	REFUND	\$.34
ASHLEY HARPER	REFUND	\$23.06
HYDRITE CHEMICAL CO.	CHEMICALS	\$1,702.40
INTERNAL REVENUE SERVICE	PAYROLL	\$7,987.64

IOWA DEPT OF REVENUE	SALES TAXES	\$3,764.00
IOWA DEPT OF REVENUE	PAYROLL	\$2,386.00
IOWA ONE CALL	SERVICES	\$62.20
IOWA PHYS CLINIC MED FND	SERVICES	\$119.00
IPERS	PAYROLL	\$3,427.01
J P AUTO	SERVICES	\$3.29
JOSHUA JOHNSON	REFUND	\$0.06
KEELER FARMS	SERVICES	\$50.00
RANDALL LANGILLE	REFUND	\$0.90
JEREMY LEAL	REFUND	\$100.00
JACOB LOWE	REFUND	\$0.09
JONI MATEER	REFUND	\$0.77
ALECIA MCDOWELL	REFUND	\$0.02
MET LIFE	INSURANCE	\$410.56
METERING & TECHNOLOGY SOLU	SERVICES	\$621.15
MIDWEST OFFICE TECHNOLOGY	SERVICES	\$64.26
MELISSA MORRIS	REFUND	\$0.99
MUNICIPAL SUPPLY INC	SERVICES	\$1,001.40
MUTUAL OF OMAHA	INSURANCE	\$61.45
O'REILLY AUTO PARTS	SERVICES	\$11.99
OSCEOLA FARM & HOME	SUPPLIES	\$1,338.37
OSCEOLA WATER WORKS	APPLY DEPOSITS	\$105.02
DAN PERLOWSKI	REFUND	\$100.00
ALIMICAR RAMOS	REFUND	\$0.59
JUSTIN RENKEN	REFUND	\$0.92
REYNSOLDSON & VANWERDEN	LEGAL SERVICES	\$207.68
ROBINSONS CO	SUPPLIES	\$25.97
SAMANTHA RUTH	REFUND	\$0.62
SCHILDBERG CONSTRUCTION CO	SERVICES	\$126.11
SEMINOLE RETAIL ENERGY SV	UTILITIES	\$3,343.67
JESSICA D SIMMONS	REFUND	\$0.52
SJC & J INC	SERVICES	\$100.00
SHAWN SMITH	REFUND	\$100.00
SNYDER PLUMBING	SERVICES	\$525.00
SOLUTIONS	SERVICES	\$1,062.71
STATE HYGENIC LABORATORY	LAB TESTING	\$592.00
SUPERIOR CONSTRUCTION SERV	SERVICES	\$6,114.00
KYLE SUTTON	REFUND	\$2.11
SYNERGY CONTRACTING LLC	REFUND	\$1,195.00
TEAMSTERS	PAYROLL	\$88.00
ROBERT THOMAS	REFUND	\$0.85
KRYSTAL TOWNSEND	REFUND	\$0.01
U.S. CELLULAR	COMMUNICATION	\$280.79
U.S. POST OFFICE	POSTAGE	\$526.84
UNITED HEALTH CARE	INSURANCE	\$7,006.96
SAN JUANA VEGA	REFUND	\$0.03
WINDSTREAM	COMMUNICATION	\$469.49
CODY WRIGHT	REFUND	\$0.36
ZEE MEDICAL INC	SERVICES	\$38.05
ZIMCO SUPPLY CO.	SUPPLIES	\$102.50
TOTAL CLAIMS		\$318,193.63

Ayes: O'Hair, Kale, Contreras, Neas, Rychnovsky

Nays: None

Motion Passed

Utility Office Manager Carrie Benda reported on the IPERS audit, the potential dates for the financial audit to be processed and changes to our rules and regulations that need to be made.

Board Member Reports: Susanna Contreras reported that she may be absent for the next couple of meetings due to school and work schedules.

Water Superintendent Brandon Patterson opened the discussion regarding Office Manager, Carrie Benda's annual performance evaluation. Mr. Patterson presented the annual performance evaluation that was completed and recommendations to the board.

Board member Neas motioned to buyout comp hours of 79.9 on the next payroll and Kale seconded the motion.

Ayes: O'Hair, Kale, Contreras, Neas, Rychnovsky

Nays: None

Motion Passed

Board member Kale motioned approval to change the Utility Office Manager's pay from hourly to a set salary of \$45,032.00 to be effective on July 1, 2014 and Neas seconded the motion.

Ayes: O'Hair, Kale, Contreras, Neas, Rychnovsky

Nays: None

Motion Passed

Due to the timing, the board requested to postpone the Superintendent's evaluation until the July meeting.

There being no further business to discuss, board member Kale motioned and O'Hair seconded adjournment at 8:35 p.m.

Ayes: O'Hair, Kale, Contreras, Neas, Rychnovsky

Nays: None

Motion Passed

Attest:

Ryan Rychnovsky, Chairman

Carrie Benda, Utility Office Manager

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Board approved on July 31, 2014.