

OSCEOLA WATER BOARD
September 5, 2013

The Osceola Water Board met for the regularly scheduled meeting on Thursday, September 5, 2013 at 5:30 P.M. This being the time and place as legally posted, the meeting was called to order by Vice Chair MacKenzie O'Hair with the following Board Members present: Alisha Crawford, Dave Neas and Susana Contrareas. Chairman Ryan Rychnovsky was absent. Also present were Superintendent Brandon Patterson, Utility Office Manager Carrie Benda and others not signed in.

When Vice Chair MacKenzie O'Hair called for the opportunity for citizens to address the board about items not on the agenda, no one appeared.

Water Superintendent Brandon Patterson opened the discussion regarding building repairs at 208 West Jefferson Street by presenting an outline of work broken into phases by priority and cost. The phase two plan presented would replace the North overhead door, repair the West outside of the building and take care of heating issues in the shop building. Discussion was then held regarding possible grant opportunities for future building repairs. After discussion was held, board member Crawford motioned to approve building repair phase two as presented and directed staff to continue to research phase three by working on possible grant opportunities. Board member Neas seconded the motion.

Ayes: Crawford, Neas, Contrareas, O'Hair

Nays: None

Absent: Rychnovsky

Motion Passed

Water Superintendent Brandon Patterson opened the discussion regarding the employee manual, sections one through three by stating that the only changes made to date have been updating the City of Osceola to Osceola Water Works. Sections four through six of the manual will be on the agenda at the October meeting and then City Attorney Marc Elcock will review once all changes are made for final approval at the November meeting. Discussion was held regarding section 3.12 vehicle operations, in case of accident, numbers 9 and 10. Additional wording was requested for these items. No further action was taken at this meeting.

Water Superintendent Brandon Patterson opened the discussion regarding a capital improvement plan by presenting a listing of items that the department will be needing in the future with a timeline. Discussion was held regarding past and present requests. Mr. Patterson stated that due to recent activity his plans for the capital budget changed and he requested the board's direction for allowing research on a dump truck and capability to purchase same with the board's approval. After further discussion was held, board member Neas moved to authorize Superintendent Patterson to spend up to \$12,500 for a small dump truck and Crawford seconded the motion.

Ayes: Crawford, Neas, Contrareas, O'Hair

Nays: None

Absent: Rychnovsky

Motion Passed

Water Superintendent Brandon Patterson presented the board with a water leak adjustment request received from Osceola Country Club located at 400 East Fayette Street where vandalism was performed at the club leaving an outside hydrant running. The estimated amount of gallons in excess used was estimated at 5,000 gallons. Discussion was held regarding the request. The board directed staff to reevaluate the leak request policy and bring back to a future meeting for further discussion. Board member Crawford motioned to approve the leak request as presented for 5,000 gallons of excess water to be credited to the account in the amount of \$26.75 and Neas seconded the motion.

Ayes: Crawford, Neas, Contrareas, O'Hair

Nays: None
 Absent: Rychnovsky
 Motion Passed

Water Superintendent Report: Brandon Patterson reported to the board the lake level is 17 inches below the spillway and reported that he attended the September 3, 2013 council meeting to address concerns regarding taste and odor issues. Continuing on, an update was given regarding the sale of the building at 122 East Ayers Street and that we are continuing to work with city staff regarding a place to hook up for city water usage at the vendor on Washington Street. Mr. Patterson explained to the board that once a designated site is established for bulk city water use, we will be able to deduct the usage to have a better understanding of our actual water loss. To conclude the report, Mr. Patterson stated the Water Works received 27 applications for the Administrative Assistant position and that interviews would be starting soon. A job opening is posted for a new Operator position to fill the current vacancy and an update regarding a hydrant installed at the intersection of Webster and Main Street.

Utility Office Manager, Carrie Benda presented the consent agenda which included the aging report, YTD budget meeting minutes from meetings held June 27, 2013, July 17, 2013, July 24, 2013 and August 1, 2013 and the following bills and claims.

A R S CONSTRUCTION	SERVICES	\$3,330.00
AFLAC	INSURANCE	\$113.40
ALLIANT ENERGY	SERVICES	\$7,044.69
ANDRADE, OLGA	DEPOSIT REFUND	\$100.00
BLUE TARP FINANCIAL	SERVICES	\$1,799.99
BRENNAN, STEVE	DEPOSIT REFUND	\$100.00
BROWN, ZACH	DEPOSIT REFUND	\$54.55
BROWNLEE, JANAN	DEPOSIT REFUND	\$100.00
BUD JONES CONSTRUCTION	SERVICES	\$1,965.00
CARD MEMBER SERVICE	SERVICES	\$2,240.36
CARDENAS, SANTIAGO	DEPOSIT REFUND	\$26.77
CARSON, LANCE	DEPOSIT REFUND	\$100.00
CASEY'S GENERAL STORE	FUEL	\$1,010.77
CHEM-SULT INC.	CHEMICALS	\$59,258.12
CITY OF OSCEOLA	SERVICES	\$256,244.98
CRESTON PUBLISHING COMPANY	PUBLICATION	\$453.26
D & D PEST CONTROL	SERVICES	\$45.00
DAKOTA SUPPLY GROUP	SERVICES	\$829.99
DATA TECHNOLOGIES INC.	SERVICES	\$517.20
DAVIDSON, HELEN & JOEL	DEPOSIT REFUND	\$100.00
DRAISEY, TIARA	DEPOSIT REFUND	\$23.26
EGBERT, MICHAEL	DEPOSIT REFUND	\$32.47
ESPARAZA, LEOPOLDO	DEPOSIT REFUND	\$48.52
FAREWAY STORES	LAB SUPPLIES	\$6.47
FP MAILING SOLUTIONS	SERVICES	\$90.00
GALLARDO, ERIKA	DEPOSIT REFUND	\$100.00
GONZALEZ, ULISES SALVADOR	DEPOSIT REFUND	\$100.00
GUZMAN, LUIS	DEPOSIT REFUND	\$68.33
HATTE, SANDY	DEPOSIT REFUND	\$79.38
HD SUPPLY WATERWORKS	SERVICES	\$1,180.01
HERRERA, SANDRA E	DEPOSIT REFUND	\$100.00
HIGHWAY LUMBER	SERVICES	\$935.88
HILDRETH, BAILIE	DEPOSIT REFUND	\$100.00
IDEAL READY MIX CO	CONCRETE	\$1,176.38
INTERNAL REVENUE SERVICES	PAYROLL TAXE	\$8,079.03
IOWA DEPT OF REVENUE	STATE TAXES	\$1,464.00
IPERS	PAYROLL	\$4,955.57
KADING PROPERTIES	DEPOSIT REFUND	\$200.00
KELLER, ANNE	DEPOSIT REFUND	\$100.00
KIRKMAN, LINDA	DEPOSIT REFUND	\$51.44
LAMPHEAR, DAVE	DEPOSIT REFUND	\$58.27
LANE, JAMES	DEPOSIT REFUND	\$100.00
LOGAN CONTRACTORS SUPPLY	SERVICES	\$9,500.00
MET LIFE	DENTAL INSURANCE	\$535.61
MIDLAND GIS SOLUTIONS	SERVICES	\$1,450.00
MIDWEST OFFICE TECHNOLOGY	SERVICES	\$53.94
MITCHELL, MINDY	DEPOSIT REFUND	\$100.00
MUNICIPAL SUPPLY INC.	SERVICES	\$1,571.00
MUTUAL OF OMAHA	LIFE INSURANCE	\$116.27
O'REILLY AUTO PARTS	SERVICES	\$83.13

OSCEOLA FARM & HOME	SUPPLIES	\$90.51
OSCEOLA WATER WORKS	APPLY DEPOSITS	\$1,457.01
POPRAWA, SUZANNE	DEPOSIT REFUND	\$100.00
ROBINSONS CO	SUPPLIES	\$178.14
SEMINOLE RETAIL ENERGY SV	SERVICES	\$98.35
SHOES N SHIRTS	SERVICES	\$325.00
SOLUTIONS	SERVICES	\$1,612.84
STAR EQUIPMENT, LTD	SERVICES	\$1,641.42
TEAMSTERS	UNION DUES	\$126.00
U.S. CELLULAR	COMMUNICATION	\$190.03
U.S. POST OFFICE	POSTAGE	\$531.37
UNITED HEALTH CARE	HEALTH INSURANCE	\$9,030.42
UNITY POINT CLINIC	SERVICES	\$234.00
USA BLUEBOOK	SERVICES	\$131.85
WIELAND, MORGAN	DEPOSIT REFUND	\$100.00
WILD BLUE	SERVICES	\$86.32
WILDER'S TRUCK SERVICE	SERVICES	\$106.45
WINDSTREAM	COMMUNICATION	\$484.04

Board member Neas motioned approval of the consent agenda and Crawford seconded the motion.

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

Utility Office Manager Report: Carrie Benda gave an update on the software balancing and online payments.

Board Member Reports: Dave Neas reported that he had a call from a concerned citizen regarding an employee being released from duties. Alisha Crawford reported that she is concerned about complaints regarding the water quality and her frustration that the water office does not receive these complaints. Ms. Crawford stated that she is confident that Superintendent Brandon Patterson is not taking this situation lightly and is trying to find a solution to the problem.

There being no further business to discuss, board member Crawford motioned and Neas seconded adjournment at 7:26 p.m.

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

Attest:

 MacKenzie O'Hair, Vice Chair

 Carrie Benda, Utility Office Manager

Published in the Osceola Sentinel Tribune on 10-10-2013 for a cost of \$133.32.