

OSCEOLA WATER BOARD
NOVEMBER 7, 2013
(UNOFFICIAL – NOT BOARD APPROVED)

The Osceola Water Board met for the regularly scheduled meeting on Thursday, November 7, 2013 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 and Susana Contreras. Alisha Crawford and Dave Neas were absent. 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 and Contreras seconded the motion.

Ayes: O’Hair, Contreras, Rychnovsky

Nays: None

Absent: Crawford, Neas

Motion Passed

When Chairman Rychnovsky announced 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 the utility deposit requirement at 314 East Clay Street by stating that Ms. Koger requested the board to waive the requirement of a utility deposit as she currently had utilities in her name at 227 East Clay Street. After discussion was held, the board took no action as the Water Works rules for rental properties require a deposit of \$100.00.

Water Superintendent Brandon Patterson opened the discussion regarding the employee manual by stating the requested changes had been made. Discussion was held regarding the changes. Board member O’Hair motioned to have the employee manual reviewed by Elisabeth Reynoldson to make certain that it was in compliance with legal requirements and bring it back for adoption. Board member Contreras seconded the motion.

Ayes: O’Hair, Contreras, Rychnovsky

Nays: None

Absent: Crawford, Neas

Motion Passed

Water Superintendent Brandon Patterson opened the discussion by presenting a new Water Works rules and regulations book that he created. Mr. Patterson stated the new rule & regulations book will compile all of the existing rules and new rules into one booklet to make operating more efficient and will supersede all rule changes in the past. The completed rules and regulations will be available for public use online once it is adopted by the board. The board took no action on the rules and regulations book.

Water Superintendent Brandon Patterson opened the discussion regarding water service for the property located at 204 North Main Street. Mr. Patterson stated that there currently is no water service to this property as it had originally been tied onto a neighboring property. Mr. Patterson presented to the board a letter written from the prior City Administrator stating that once the service was disconnected it would not be allowed to be reconnected unless the line was brought up to current Water Works standards. Superintendent Patterson stated that there have been inquiries to purchase the property and wished to have the board’s direction on how to proceed to get water to the building. After further discussion was held, the board decided that they would not allow the previous line to be re-hooked as it did not follow current water works rules and regulations. Board member O’Hair motioned for staff to alert Code Enforcement Officer Dave Leonard that the property would require a new tap and a new service line ran to the building at the purchasers expense and Contreras seconded the motion.

Ayes: O’Hair, Contreras, Rychnovsky

Nays: None
Absent: Crawford, Neas
Motion Passed

Water Superintendent Brandon Patterson opened the discussion regarding the leak adjustment request for The Village located at 2500 College Drive. Mr. Patterson explained that the request was submitted for a credit to be issued for 20,021 gallons of water that was estimated to have been caused by the leak. After discussion was held, board member O’Hair motioned to approve the leak request for 20,021 gallons and issue a credit of \$107.11 to the account and Contreras seconded the motion.

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

Utility Office Manager Carrie Benda presented a resolution to set signatories for Osceola Water Works with Clarke County State Bank. Mrs. Benda stated that this is necessary as per the board’s approval a CD for the funds received in the atrazine settlement had been moved. Hearing no further discussion, board member Contreras motioned to approve the resolution to authorize signatories Osceola Water Works and O’Hair seconded the motion. Roll call of the vote was;

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

Resolution 2013-09

Water Superintendent Brandon Patterson stated that the investment of funds item was placed on the agenda per the request of Dave Neas and we will move this to the next meeting.

Water Superintendent Brandon Patterson presented to the board that Plant Operator/Distribution Laborer Steve Aldridge passed his treatment I license and will be available to take the treatment II license in the next couple of months. Mr. Patterson gave an update that the city water setup at the water tower was completed. He stated that keys were provided to city staff and an e-mail was sent to the City Administrator stating any other water usage from fire hydrants other than for the use of a fire will require a hydrant permit to be filled out with a bulk water meter placed at the hydrant. He reported to the board that having this meter location located at the tower for city use will allow the Water Works to meter the water for tracking our water loss more accurately. A backflow was installed to make sure the water supply is kept safe when they fill and allows us to be in compliance with DNR rules and regulations. Patterson discussed with the board that he will be meeting with the Water Works engineer to conduct a condition assessment at the Water Treatment Plant. Mr. Patterson also updated the board regarding a citizen concern regarding service line responsibility of the homeowner pertaining to leaks on private lines. An update was given to the board regarding solar bees for West Lake. Concluding the report, Mr. Patterson gave an update regarding the upcoming union discussions.

Chairman Rychnovsky presented the consent agenda. Board member O’Hair motioned to approve the consent agenda as presented and board member Contreras seconded the motion. The consent agenda included the Aging Report, YTD Budget Report, minutes from the meetings held on September 23, 2013 and October 3, 2013 as well as the following Bills and Claims:

A R S CONSTRUCTION	SERVICES	\$4,695.00
DR. ALAINA ADAMS	DEPOSIT REFUND	\$100.00
AFLAC	SERVICES	\$85.05
AGSOURCE LABORATORIES	LAB TESTING	\$162.77
ALISHA CRAWFORD	COMPENSATION	\$75.00
ALLIANT ENERGY	SERVICES	\$5,902.25
BARCO MUNICIPAL PRODUCTS INC	SERVICES	\$744.83
BLUE TARP FINANCIAL	SERVICES	\$571.88
BOB’S AUTO SUPPLY	SUPPLIES	\$63.79

BUD JONES CONSTRUCTION	SERVICES	\$4,392.86
BUD JONES TRUCKING	SERVICES	\$175.09
TARA CAMPFIELD	DEPOSIT REFUND	\$45.44
CARD MEMBER SERVICE	SERVICES	\$1,041.27
CARD SERVICE CENTER	SERVICES	\$15.00
CASEY'S GENERAL STORE	FUEL	\$812.56
CHEM-SULT INC	CHEMICALS	\$37,220.46
CITY OF OSCEOLA	MONTHLY COLLECTIONS	\$130,051.89
CLARKE COUNTY EXTENSION	TRAINING	\$70.00
CLARKE COUNTY HOSPITAL	SERVICES	\$92.00
SUSANA CONTRERAS	COMPENSATION	\$25.00
CR SERVICES	CLOTHING	\$352.76
CRESTON PUBLISHING	PUBLICATIONS	\$214.94
D & D PEST CONTROL	SERVICES	\$45.00
DATA TECHNOLOGIES, INC.	SERVICES	\$4,290.74
DAVE NEAS	COMPENSATION	\$75.00
FAREWAY STORES	SUPPLIES	\$11.41
FP MAILING SOLUTIONS	SERVICES	\$90.00
HD SUPPLY WATERWORKS	SERVICES	\$513.00
PAUL HERREN	DEPOSIT REFUND	\$52.44
HIGHWAY LUMBER	SUPPLIES	\$92.37
HR GREEN, INC.	SERVICES	\$2,657.50
AMY HUGHES	DEPOSIT REFUND	\$6.37
HYDRITE CHEMICAL CO.	CHEMICALS	\$303.60
IA DEPT OF NATURAL RESOURCES	TRAINING	\$180.00
IDALS - PESTICIDE BUREAU	TRAINING	\$30.00
IDEAL READY MIX CO.	SUPPLIES	\$778.38
INTERNAL REVENUE SERVICE	PAYROLL TAXES	\$1,109.00
IOWA DEPT. OF REVENUE	SALES TAX	\$5,095.00
IOWA ONE CALL	SERVICES	\$123.80
IOWA WORKFORCE DEVELOPMENT	UNEMPLOYMENT	\$695.55
IPERS	RETIREMENT	\$3,803.86
JP AUTO	SUPPLIES	\$173.43
KARL CHEVROLET	SERVICES	\$322.31
LOGAN CONTRACTORS SUPPLY	SUPPLIES	\$205.66
MACKENZIE O'HAIR	COMPENSATION	\$75.00
MELLEN & ASSOCIATES, INC.	SERVICES	\$5,469.20
MENARDS	SERVICES	\$880.31
MET LIFE	DENTAL INSURANCE	\$610.58
MIDLAND GIS SOLUTIONS	SERVICES	\$50.00
MIDWEST OFFICE TECHNOLOGY	SERVICES	\$56.81
JORGE J. MIGUEL	DEPOSIT REFUND	\$100.00
MUNICIPAL SUPPLY INC.	SUPPLIES	\$22,429.15
MUTUAL OF OMAHA	LIFE INSURANCE	\$119.98
O'REILLY AUTO PARTS	SUPPLIES	\$60.75
OSCEOLA FARM & HOME	SUPPLIES	\$1,267.32
OSCEOLA WATER WORKS	APPLY DEPOSITS	\$1,422.87
OVERHEAD DOOR CO	SERVICES	\$2,715.00
ALICIA OWENS	DEPOSIT REFUND	\$16.91
PENICK ELECTRIC	SUPPLIES	\$14.99
RYAN RAMSEY	DEPOSIT REFUND	\$100.00
REYNOLDSON & VANWERDEN LLP	SERVICES	\$383.40
STEVEN ROBINSON	DEPOSIT REFUND	\$45.24
ROBINSONS CO	SUPPLIES	\$188.92
RYAN RYCHNOVSKY	COMPENSATION	\$75.00
ALLISON SANDERS	DEPOSIT REFUND	\$46.40
KARLA SCHIEFFER	DEPOSIT REFUND	\$100.00
SEMINOLE RETAIL ENERGY	SERVICES	\$93.64
STAR EQUIPMENT, LTD	SUPPLIES	\$127.18
STATE HYGENIC LABORATORY	LAB TESTING	\$630.00
STONE OAK PROPERTIES	DEPOSIT REFUND	\$100.00
SUPERIOR CONSTRUCTION SERV	SERVICES	\$1,622.00
TEAMSTERS	UNION DUES	\$130.00
U.S. CELLULAR	COMMUNICATION	\$698.92
U.S. POST OFFICE	POSTAGE	\$504.11
UNITED HEALTH CARE	HEALTH INSURANCE	\$9,381.58
UNITED TRUCK & BODY	SERVICES	\$2,242.50
TRAVIS UTLEY	DEPOSIT REFUND	\$38.66
WILD BLUE	SERVICES	\$86.32
WINDSTREAM	COMMUNICATION	\$268.32
ZIMCO SUPPLY CO.	SUPPLIES	\$85.50

Ayes: O'Hair, Contreras, Rychnovsky

Nays: None

Absent: Crawford, Neas

Motion Passed

Utility Office Manager Carrie Benda gave an update on the balancing within the software and I-Drive.

Board Member Reports: No reports.

There being no further business to discuss, board member O'Hair motioned and Contreras seconded adjournment at 7:20 p.m.

Ayes: O'Hair, Contreras, Rychnovsky

Nays: None

Absent: Crawford, Neas

Motion Passed

Attest:

Ryan Rychnovsky, Chairman

Carrie Benda, Utility Office Manager