

OSCEOLA WATER BOARD  
DECEMBER 4, 2014

The Osceola Water Board met for the regularly scheduled meeting on Thursday, December 4, 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: Alisha Kale, Dave Neas and Laura Castro. Board Member MacKenzie O'Hair was absent. Also present were Superintendent Brandon Patterson, Utility Office Manager Carrie Benda, and others not signed in.

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

Ayes: Kale, Neas, Castro, Rychnovsky

Nays: None

Absent: O'Hair

Motion Passed

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

Water Superintendent Brandon Patterson opened the discussion regarding amending Rule 4, Billing & Penalties of Osceola Water Works Rules and Regulations by reporting to the board customer concerns regarding when the 15<sup>th</sup> is on a weekend or holiday and how payments received the next business day are considered late. After discussion, board member Kale motioned to amend the rule to reflect if the 15<sup>th</sup> is on a working day, the bill is to be paid in full by 4:00 p.m. and if the 15<sup>th</sup> is a weekend or holiday, the bill will be considered late the end of the next business day and Neas seconded the motion. Roll call of the vote was:

Ayes: Kale, Neas, Castro, Rychnovsky

Nays: None

Absent: O'Hair

Motion Passed

***Amended Resolution 2014-19***

Water Superintendent Brandon Patterson opened the discussion regarding the reconnect fee for 530 South Kossuth Street by presenting a written letter by the homeowner. After discussion regarding the reconnect fee, the board took no action.

Water Superintendent Brandon Patterson opened the discussion regarding amending the Hydrant Permit to include information regarding temperatures allowing for usage by presenting the request to add in verbiage to include; Osceola Water Works reserves the right to remove the meter when deemed necessary to protect from adverse weather conditions without notice to the permit holder. After discussion, board member Kale motioned to approve the verbiage being added to the permit and Castro seconded the motion. Roll call of the vote was:

Ayes: Kale, Neas, Castro, Rychnovsky

Nays: None

Absent: O'Hair

Motion Passed

***Resolution 2014-20***

Water Superintendent Brandon Patterson opened the discussion regarding a letter of understanding with Teamsters Local 238. Mr. Patterson requested the board approve the presented Letter of Understanding with Teamsters Local 238. After discussion, board member Neas motioned to approve the Letter of Understanding and Castro seconded the motion.

Ayes: Kale, Neas, Castro, Rychnovsky

Nays: None

Absent: O'Hair

Motion Passed

Water Superintendent Brandon Patterson opened the discussion regarding locating private water lines by presenting an issue with a private water service with a local contractor. Mr. Patterson brought to the board's attention that the Water Works has always located the private water service lines in the past. Recently, a local contractor had hit a service line that was marked by the Water Works staff and it was reported that we would receive a bill for the repairs to the service line. Mr. Patterson expressed his concerns about Water Works liability pertaining to locating private service lines. After discussion, the board requested a written rule regarding this service be brought back for further review and approval.

Water Utility Office Manager Carrie Benda opened the discussion regarding moving delinquent accounts to bad debt by presenting a listing of accounts to be moved. The write off of bad debt for the water portion totals \$962.38. After discussion board member Kale motioned to authorize staff to move the delinquent accounts to bad debt and Neas seconded the motion.

Ayes: Kale, Neas, Castro, Rychnovsky

Nays: None

Absent: O'Hair

Motion Passed

Water Superintendent Brandon Patterson opened the discussion regarding the FY 2015-2016 budget by presenting the preliminary budget to the board. The board decided they will work on the budget at the January 8, 2015 board meeting and if further time is needed, a work session may be set up.

Water Superintendent Report: Brandon Patterson reported to the board the water main installation for Kading Properties at the Meadows Development, main breaks that were repaired at the 600 block of West Clay and intersection of Park & Pearl Street. Also reported was an update on the Clarke County Reservoir, possible development on North Main Street, possible utility savings at the treatment plant because of off peak electrical usage and new employees. Mr. Patterson concluded his report by updating the board on plant equipment that will help with proper chemical dosages to avoid overfeeding chemicals at the water treatment plant and communication with legal counsel.

Chairman Rychnovsky presented the consent agenda. Board member Kale motioned to approve the consent agenda as presented and Neas seconded the motion. The consent agenda included the Aging Report and YTD Budget Report, minutes from the November 6, 2014 meeting as well as the following Bills and Claims:

A R S CONSTRUCTION	SERVICES	\$1,943.75
AFLAC	PAYROLL	\$253.94
AGSOURCE LABORATORIES	LAB TESTING	\$92.00
ALLIANT ENERGY	UTILITIES	\$5,063.34
CARD MEMBER SERVICE	SERVICES	\$327.44
CARD SERVICE CENTER	SERVICES	\$111.29
CASEY'S GENERAL STORES	FUEL	\$788.40
CHEM-SULT INC.	CHEMICALS	\$26,107.46
CITY OF OSCEOLA	MONTHLY COLLECTIONS	\$148,994.26
CLARKE COMM SCHOOLS	DEPOSIT REFUND	\$1,149.92
CLARKE COUNTY TREASURER	SERVICES	\$65.54
CR SERVICES	SERVICES	\$242.35
CRESTON PUBLISHING COMP	PUBLICATION	\$89.73
D & D PEST CONTROL	SERVICES	\$45.00
DATA TECHNOLOGIES, INC.	SERVICES	\$4,473.00
DIAMOND OIL CO.	FUEL	\$559.97
FAREWAY STORES	LAB TESTING	\$9.12
FP MAILING SOLUTIONS	SERVICES	\$219.19
GREEN TECH OF IOWA	DEPOSIT REFUND	\$1,300.00
HIGHWAY LUMBER	SERVICES	\$63.47
CRAIG & GLORIA HUGHES	DEPOSIT REFUND	\$100.00
IA DEPT OF HUMAN SERVICES	PAYROLL	\$525.76
IA DEPT OF NATURAL RESOURCES	TRAINING	\$30.00
INTERNAL REVENUE SERVICE	PAYROLL	\$7,199.28
IOWA DEPT OF REVENUE	PAYROLL	\$1,295.00
IOWA DEPT OF REVENUE	SALES TAXES	\$4,916.00

IOWA ONE CALL	SERVICES	\$135.70
IOWA PHYS CLINIC MED FND	SERVICES	\$119.00
IOWA RURAL WATER ASSOC	DUES	\$300.00
IPERS	PAYROLL	\$4,249.30
J P AUTO	SERVICES	\$401.70
JETCO, INC.	REPAIRS	\$23,965.00
KADING PROPERTIES	DEPOSIT REFUND	\$100.00
MET LIFE	DENTAL INSURANCE	\$434.48
MIDWEST OFFICE TECHNOLOGY	SERVICES	\$227.41
MUNICIPAL SUPPLY INC.	SUPPLIES	\$4,953.75
MUTUAL OF OMAHA	LIFE INSURANCE	\$68.24
OSCEOLA FARM & HOME	SUPPLIES	\$627.11
OSCEOLA WATER WORKS	APPLY DEPOSITS	\$619.99
BOBBI OWENS	DEPOSIT REFUND	\$100.00
REYNOLDSON & VANWERDEN LLP	LEGAL SERVICES	\$143.78
ROBINSONS CO	SUPPLIES	\$122.55
SCHILDBERG CONSTRUCTION CO	ROCK	\$277.66
CONTINUUM RETAL ENERGY SERV	SERVICES	\$92.31
SIEMENS INDUSTRY, INC.	MAINTENANCE	\$726.10
SOLUTIONS	SERVICES	\$141.98
STAR EQUIPMENT, LTD	REPAIRS	\$184.36
STATE HYGENIC LABORATORY	LAB TESTING	\$547.50
TOM & JOHN'S AUTO SERVICE	SERVICES	\$272.73
U.S. CELLULAR	COMMUNICATION	\$350.10
U.S. POST OFFICE	POSTAGE	\$510.41
UNITED HEALTH CARE	HEALTH INSURANCE	\$609.54
RAMON VENTURA	REIMBURSEMENT	\$.69
CARRIE WHITE	DEPOSIT REFUND	\$100.00
WILD BLUE	COMMUNICATION	\$86.32
WINDSTREAM	COMMUNICATION	\$66.50
TOTAL CLAIMS		\$272,371.99

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

Utility Office Manager Carrie Benda reported on the grant funds for the roof being received, an increase of customers requesting their bill to be emailed instead of mailed and a second drop box that has been installed by the building entrance.

Board Member Reports: Dave Neas asked about a date for a joint meeting with the City Council.

There being no further business to discuss, board member Kale motioned and Neas seconded adjournment at 7:05 p.m.

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

Attest:

\_\_\_\_\_  
Ryan Rychnovsky, Chairman

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Carrie Benda, Utility Office Manager

Approved by the Water Board on January 8, 2015.

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