

OSCEOLA WATER BOARD

October 11, 2017

The Osceola Water Board met for the rescheduled meeting on Wednesday, October 11, 2017 at 5:30 P.M. This being the time and place as legally posted, the meeting was called to order by Vice Chairman Larry Bishop with the following Board Members present: Mark Binning and Dr. Jim Kimball. Board member Kale and O'Hair were absent. Also present were Water Superintendent Brandon Patterson, Utility Office Manager Carrie Benda, Water Distribution Foreman Dallas Blair and others not signed in.

Board member Kimball motioned to approve the agenda as presented and Binning seconded the motion.

Ayes: Kimball, Binning, Bishop

Nays: None

Absent: Kale, O'Hair

Motion Passed

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

Water Superintendent Brandon Patterson opened the discussion regarding the reconnect fee for 220 N. Fillmore Street by stating that there were two accounts that had been disconnected for non-payment. The customer at 220 N. Fillmore Street made payment and when water was turned back on, the incorrect address was activated. After discussion, board member Kimball motioned to issue a credit of \$65.00 for the reconnect fee and Binning seconded the motion.

Ayes: Kimball, Binning, Bishop

Nays: None

Absent: Kale, O'Hair

Motion Passed

Water Superintendent Brandon Patterson opened the discussion regarding the 2017 holiday schedule by presenting that the upcoming holidays fall on the weekend for Veterans Day and Christmas Eve. Mr. Patterson presented the request for Veterans Day to be observed on Friday, November 10th and Christmas Eve to be observed on December 26th. After discussion, board member Binning motioned to approve the holiday request and Kimball seconded the motion.

Ayes: Kimball, Binning, Bishop

Nays: None

Absent: Kale, O'Hair

Motion Passed

Water Superintendent Brandon Patterson opened the discussion regarding the heating and ventilation repairs at the Water Treatment Plant by explaining that there are two rooms at the Treatment Plant that are used for the chlorine feed system. Each room has a separate ventilation and heating system. Both rooms are needing repairs to the ventilation systems and one room needs a new heating system installed. The repairs were also noted on the recent DNR inspection. After discussion, board member Kimball moved to approve the repairs through CMR, LLC at the bid amount of 11,850.00 and Binning seconded the motion.

Ayes: Kimball, Binning, Bishop

Nays: None

Absent: Kale, O'Hair

Motion Passed

Water Superintendent Brandon Patterson opened the discussion regarding the underwriting engagement letter with D.A. Davidson by stating that at the last board meeting, there was discussion regarding issuing a bond to cover a financing request from the CCRC and to complete

some projects within the Water Works. Mr. Patterson stated that by approving the underwriting engagement letter will allow for figures to be put together and scenarios to be presented to the board for consideration. After discussion, board member Binning motioned to approve the underwriting engagement letter with D.A. Davidson and Kimball seconded the motion. Roll call of the vote was:

Ayes: Kimball, Binning, Bishop

Nays: None

Absent: Kale, O'Hair

Motion Passed

Resolution 2017-17

Water Superintendent Brandon Patterson and Water Distribution Foreman Dallas Blair spoke to the board about the water line installation at 1694 Hwy 152. Mr. Patterson stated that Dallas worked with Bud Jones Construction regarding tapping the water main and setting a meter pit. Since this time, the water service line was connected to the meter pit and ran to the building without an inspection and without tracer wire as required by the Water Works Rules and Regulations. After discussion, board member Kimball motioned to require the service line to be dug up and tracer wire placed on the line. After further discussion, Vice Chair, Larry Bishop wished to hand the meeting over to Secretary, Carrie Benda and seconded the motion.

Ayes: Kimball, Bishop

Nays: Binning

Absent: Kale, O'Hair

Board member Kimball motioned to request this item be placed on the November agenda for further discussion and action and Binning seconded the motion.

Ayes: Kimball, Binning, Bishop

Nays: None

Absent: Kale, O'Hair

Motion Passed

Water Superintendent Brandon Patterson opened the discussion regarding the purchase of a 2017 Ford truck by presenting the current listing of vehicles and requested permission to replace a 2002 Chevy truck. After discussion, board member Binning motioned to approve the purchase of a 2017 Ford truck through Stivers Ford in the amount of \$29,312.00 and Kimball seconded the motion.

Ayes: Kimball, Binning, Bishop

Nays: None

Absent: Kale, O'Hair

Motion Passed

Water Superintendent Report: Brandon Patterson reported to the board three main breaks over the last month; one at East Lake Park, one at 800 East Clay Street and the final one on the 700 block of North Park Street. Continuing on, Mr. Patterson stated that the operators will be flushing hydrants over the next few weeks and that the flushing device has been installed at Arbor Valley Lake. Mr. Patterson concluded his report by giving an update on the Reservoir Commission and a meeting to discuss financing opportunities.

Vice Chairman Bishop presented the consent agenda. Board member Kimball motioned to approve the consent agenda and Binning seconded the motion. The consent agenda included the Aging Report reflecting an outstanding balance of \$21,543.70 on all utility services, YTD Budget Report, minutes from the meeting held on September 7, 2017 as well as the following Bills and Claims:

AFLAC	PAYROLL	\$232.36
AGSOURCE LABORATORY	LAB TESTING	\$90.00
GREG ALLEN	DEPOSIT REFUND	\$150.00
ALLIANT ENERGY	UTILITY	\$9,594.24
AMERICAN WATER WORKS ASSOC.	MEMBERSHIP DUES	\$360.00

BARCO MUNICIPAL PRODUCTS	SERVICES	\$221.24
CALGON CARBON	CHEMICALS	\$5,979.12
CARD MEMBER SERVICE	SERVICES	\$64.82
CASEY'S GENERAL STORES	FUEL	\$1,080.98
CHEM-SULT INC.	CHEMICALS	\$36,564.89
CINTAS FIRST AID & SAFETY	SERVICES	\$88.17
CITY OF OSCEOLA	MONTHLY COLLECTIONS	\$164,971.54
CLARKE COUNTY EXTENSION	TRAINING	\$70.00
CLARKE COUNTY HOSPITAL	SERVICES	\$100.00
ASOKA COMPTON	DEPOSIT REFUND	\$13.86
CR SERVICES	SERVICES	\$291.49
CRESTON PUBLISHING COMPANY	PUBLICATION	\$206.68
ARMINDA CRUICKSHANK	DEPOSIT REFUND	\$11.30
D & D PEST CONTROL	SERVICES	\$45.00
TARA ROSE DURAN	DEPOSIT REFUND	\$96.57
BASILIO ESTEBAN	DEPOSIT REFUND	\$50.47
FALLER, KINCHELOE & CO, PLC	SERVICES	\$2,800.00
FAREWAY STORES	SUPPLIES	\$19.59
BRETT & MIRONDA FRANCIS	DEPOSIT REFUND	\$73.78
FRIDAY INSURANCE AGENCY	INSURANCE	\$65.00
IGNACIO GARCIA	DEPOSIT REFUND	\$37.55
RICK GRUBBS	DEPOSIT REFUND	\$60.62
HACH COMPANY	LAB TESTING	\$20.15
HIGHWAY LUMBER	SERVICES	\$54.17
VAN LAL HLUPI	DEPOSIT REFUND	\$89.68
MATTHEW HOBBS	DEPOSIT REFUND	\$35.70
RICHARD ELDON HUNT III	DEPOSIT REFUND	\$35.17
HYDRITE CHEMICAL CO	CHEMICALS	\$3,029.40
IA DEPT OF HUMAN SERVICES	PAYROLL	\$687.36
IA DEPT OF NATURAL RESOURCES	TRAINING	\$244.00
IDALS - PESTICIDE BUREAU	TRAINING	\$75.00
IDEAL READY MIX CO	SERVICES	\$291.00
IMWCA	WORKMANS COMP	\$1,020.00
INTERNAL REVENUE SERVICE	PAYROLL TAXES	\$8,982.08
IOWA DEPT OF REVENUE	STATE TAXES	\$2,046.00
IOWA DEPT OF REVENUE	SALES TAX	\$7,057.00
IOWA ONE CALL	SERVICES	\$75.30
IPERS	PAYROLL	\$6,514.48
J P AUTO	SUPPLIES	\$28.96
SUSAN JOHNSTON	DEPOSIT REFUND	\$10.18
KEMPER BENEFITS	GAP INSURANCE	\$286.91
ERIN KLEINBECK	DEPOSIT REFUND	\$100.00
STEPHANIE LAWSON	DEPOSIT REFUND	\$17.47
MATT PARROTT	SUPPLIES	\$186.68
MET LIFE	DENTAL INSURANCE	\$376.87
MIDWEST OFFICE TECHNOLOGY	SERVICES	\$69.54
MUNICIPAL SUPPLY INC	SERVICES	\$5,552.25
MUTUAL OF OMAHA	LIFE INSURANCE	\$66.37
O'REILLY AUTO PARTS	SUPPLIES	\$120.67
OSCEOLA FARM & HOME	SUPPLIES	\$361.37
OSCEOLA WATER WORKS	APPLY DEPOSITS	\$1,588.60
ALEXANDER PAUL	DEPOSIT REFUND	\$150.00
JOSH PETERSON	DEPOSIT REFUND	\$94.84
PHILADELPHIA MIXING SOLUTIONS	SERVICES	\$7,384.60
JENNIFER REICH	DEPOSIT REFUND	\$86.36
AMANDA RODGERS	DEPOSIT REFUND	\$46.60
SCHILDBERG CONSTRUCTION CO	ROCK	\$1,003.46
SEILER INSTRUMENT & MFG CO.	REPAIRS	\$290.00
SHAZAM	SERVICES	\$25.00
BRITTANEE SHORT	DEPOSIT REFUND	\$26.35
SOLUTIONS	SUPPLIES	\$57.98
SOUTHWESTERN COMM COLLEGE	TRAINING	\$40.00
SPOKE COMMUNICATIONS, LLC	PUBLICATION	\$50.00
STATE HYGENIC LABORATORY	LAB TESTING	\$127.00
BRIAN SHORT DBA SUPERIOR CONST	SERVICES	\$153.91
MARCELLA SHORT	DEPOSIT REFUND	\$24.90
U.S. CELLULAR	COMMUNICATION	\$329.84
U.S. POST OFFICE	POSTAGE	\$1,465.76
UNITED HEALTHCARE	HEALTH INSURANCE	\$6,728.73
WEST DES MOINES WATER WORKS	LAB TESTING	\$15.00
WINDSTREAM	COMMUNICATION	\$385.12

TOTAL ACCOUNTS PAYABLE: \$280,847.08
PAYROLL CHECKS: \$24,576.81

TOTAL \$305,423.89

Ayes: Kimball, Binning, Bishop
Nays: None
Absent: Kale, O'Hair
Motion Passed

Utility Office Manager Carrie Benda updated the board the completion of the Workman's Comp audit and refund of \$2,036.

Board member Kimball discussed with the board the meeting date and time.

There being no further business to discuss, board member Binning motioned and Kimball seconded adjournment at 6:01 p.m.

Ayes: Kimball, Binning, Bishop
Nays: None
Absent: Kale, O'Hair
Motion Passed


Larry Bishop, Vice Chairman

Attest:


Carrie Benda, Utility Office Manager

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Approved by the Osceola Water Board of Trustees on November 9, 2017.