

OSCEOLA WATER BOARD

February 1, 2018

The Osceola Water Board met for the regularly scheduled meeting on Thursday, February 1, 2018 at 5:30 P.M. This being the time and place as legally posted, the meeting was called to order by Chairman Alisha Kale with the following Board Members present: Larry Bishop, Mark Binning and Jim Kimball. Mackenzie O'Hair arrived at 6:08 p.m. Also present were Superintendent Brandon Patterson, Utility Office Manager Carrie Benda, Water Works Foreman Royce Robertson, Robert Johnson, Mary Hembry and others not signed in.

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

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

No one spoke to the board about items not on the agenda.

Water Superintendent Brandon Patterson opened the discussion regarding the water portion of the utility bill for the Osceola Senior Center by introducing Robert Johnson and presenting information received from the center regarding budget, banking and meals served. Also presented was the utility bills from the last year for the board to review. Board member Kimball inquired regarding the center raising meal prices to cover the center's expenses. After discussion, board member Binning motioned to approve a donation for the water portion of the utility billing for 2018 and Bishop seconded the motion. Roll call of the vote was:

Ayes: Bishop, Binning, Kale
Nays: Kimball
Absent: O'Hair
Motion Passed
Resolution 2018-02

Water Superintendent Brandon Patterson opened the discussion regarding water meter prices for 2018. Mr. Patterson presented a spreadsheet with updated prices to cover the meter costs. After discussion, board member Binning motioned to approve the resolution to amend rule 8 of the Osceola Water Works rules and regulations to update water meter prices and Kimball seconded the motion. Roll call of the vote was:

Ayes: Bishop, Binning, Kimball, Kale
Nays: None
Absent: O'Hair
Motion Passed
Resolution 2018-03

Water Superintendent Brandon Patterson opened the discussion regarding Auditing Services with Faller, Kincheloe & Co, PLC by presenting an RFP letter received for future audits of years 2018, 2019 & 2020. After discussion, board member Binning motioned to approve the RFP for the years specified and Bishop seconded the motion.

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

Water Superintendent Brandon Patterson opened the discussion regarding the purchase of a new meter hand held and software by presenting information received from Metering And Technology Solutions. Mr. Patterson stated that the meters are now being updated and require the new handheld and software. After discussion, board member Kimball motioned to move forward with the purchase of the handheld and software and Bishop seconded the motion.

Ayes: Bishop, Binning, Kimball, Kale

Nays: None

Absent: O'Hair

Motion Passed

Water Superintendent Brandon Patterson opened the discussion regarding heater replacements at the water treatment plant by stating that there is one in the basement and one on the upper level that need to be replaced due to the cost exceeding the repairs. Mr. Patterson presented two quotes received. The first one was from Gilbert Home Comfort in the amount of \$38,865.00 and the second was from Travis Mechanical in the amount of \$35,721.00. After discussion, board member Kimball motioned to accept Travis Mechanical's bid price in the amount of \$35,721.00 and Binning seconded the motion.

Ayes: Bishop, Binning, Kimball, Kale

Nays: None

Absent: O'Hair

Motion Passed

Water Superintendent Brandon Patterson presented a professional engineering agreement with Veenstra & Kimm. Mr. Patterson presented that agreement will allow us to move forward with the capital plan for water main replacement on the 100 block of West Clay Street and the 300 block of North Fillmore Street. After discussion, board member Kimball motioned to approve entering into the professional engineering agreement with Veenstra & Kimm and Binning seconded the motion.

Ayes: Bishop, Binning, Kimball, Kale

Nays: None

Absent: O'Hair

Motion Passed

Board member Kimball left the meeting at 6:05 p.m.

Utility Office Manager Carrie Benda opened the discussion regarding a conflict of interest policy by stating that during the bonding process it was requested by bond counsel to have our own policy. After discussion, board member Binning motioned to approve the resolution approving a conflict of interest policy and Bishop seconded the motion. Roll call of the vote was:

Ayes: Bishop, Binning, Kale

Nays: None

Absent: O'Hair, Kimball

Motion Passed

Resolution 2018-04

Utility Office Manager Carrie Benda opened the discussion regarding a resolution authorizing adoption of policies and procedures regarding municipal securities disclosure stating bond counsel recommended we adopt our own to be compliant with the Internal Revenue Code. After discussion, board member Binning motioned to approve the resolution authorizing adoption of policies and procedures regarding municipal securities disclosure and Bishop seconded the motion. Roll call of the vote was:

Ayes: Bishop, Binning, Kale

Nays: None

Absent: O'Hair, Kimball

Motion Passed

Resolution 2018-05

MacKenzie O'Hair arrived at 6:08 p.m.

Water Superintendent Brandon Patterson requested item #12 regarding water rates to be postponed until the March 2018 board meeting.

Water Superintendent Report: Brandon Patterson reported to the board of a main break that was repaired by staff, meetings with Spoke Communication regarding lake levels, architectural and engineering meetings for updates to water plant, tower and distribution office. Mr. Patterson continued his report by giving an update regarding the online billing fee & high water consumption at Homestead Assisted Living and upcoming meetings. Patterson completed his report by giving an update on the CCRC.

Chairman Kale presented the consent agenda. Board member O'Hair motioned to approve the consent agenda as presented and Bishop seconded the motion. The consent agenda included the Aging Report reflecting an outstanding balance of \$24,434.96 on all utility services, YTD Budget Report, minutes from the meeting held on January 4, 2018 as well as the following Bills and Claims:

ARS CONSTRUCTION	SERVICES	\$264.95
AFLAC	PAYROLL	\$180.21
AGSOURCE LABORATORY	LAB TESTING	\$40.50
ALLIANT ENERGY	UTILITY	\$7,468.58
MARTIN BALLESTEROS	DEPOSIT REFUND	\$100.00
CALGON CARBON	CHEMICAL	\$5,979.12
CARD MEMBER SERVICE	SERVICES	\$82.26
CASEY'S GENERAL STORES	FUEL	\$1,015.40
CENTERPOINT ENERGY	NATURAL GAS	\$177.15
NGUN CERAI	DEPOSIT REFUND	\$126.23
CHEM-SULT	CHEMICALS	\$36,441.53
CITY OF OSCEOLA	MONTHLY COLLECTION	\$146,517.68
CLARKE CO RESERVOIR COMM	LAND PURCHASE	\$600,000.00
CMR, LLC	SERVICES	\$150.00
CR SERVICES	SERVICES	\$269.83
FELD FIRE	SERVICES	\$150.00
GILBERTS TRUE VALUE	SERVICES	\$81.43
HERB & LENORA CARNAGEY	REFUND	\$39.43
HIGHWAY LUMBER	SERVICES	\$303.49
HYDRITE CHEMICAL CO	CHLORINE	\$2,089.60
IA DEPT OF HUMAN SERVICES	PAYROLL	\$687.36
IDEAL READY MIX CO	CONCRETE	\$3,927.00
INTERNAL REVENUE SERVICE	PAYROLL	\$7,170.32
IOWA DEPT OF REVENUE	STATE TAXES	\$1,409.00
IOWA DEPT OF REVENUE	SALES TAX	\$4,792.00
IOWA ONE CALL	SERVICES	\$54.90
IPERS	PAYROLL	\$4,458.07
ARICHA KEEFE	DEPOSIT REFUND	\$150.00
KEMPER BENEFITS	GAP INSURANCE	\$236.50
MATT PARROTT	UTILITY BILLS	\$1,067.52
MATTRESS WHOLESALE CENTER	DEPOSIT REFUND	\$12.62
MET LIFE	DENTAL INSURANCE	\$231.65
METERING & TECHNOLOGY SOLUT	METERS	\$1,204.21
MARIA MEZA	DEPOSIT REFUND	\$93.17
MIDWEST OFFICE TECHNOLOGY	SERVICES	\$82.58
JACKIE MILLER	DEPOSIT REFUND	\$100.00
MUNICIPAL SUPPLY INC	SERVICES	\$960.15
MUTUAL OF OMAHA	LIFE INSURANCE	\$49.91
OSCEOLA CHAMBER MAINSTREET	MEMBERSHIP	\$150.00
OSCEOLA WATER WORKS	APPLY DEPOSITS	\$1,988.32
EUGENIO LEON RAMOS	DEPOSIT REFUND	\$150.00
RENE RAMSEY	DEPOSIT REFUND	\$100.00
REYNOLDSON & VAN WERDEN LLP	LEGAL FEES	\$47.93
JUVENTINO RIVERA	DEPOSIT REFUND	\$100.00
LUIS RIVERA	DEPOSIT REFUND	\$150.00
NICOLE RUTH	DEPOSIT REFUND	\$1.57
SCHILDBERG CONSTRUCTION	SERVICES	\$793.47
SELECT GENETICS, LLC	DEPOSIT REFUND	\$150.00
SHAZAM	MONTHLY FEE	\$25.00
MADISON SHOWERS	DEPOSIT REFUND	\$27.74
SPOKE COMMUNICATIONS	SERVICES	\$50.00
STATE HYGENIC LABORATORY	LAB TESTING	\$224.50

SUPERIOR CONSTRUCTION	SERVICES	\$75.00
TRAVIS MECHANICAL	SERVICES	\$1,280.00
U.S. CELLULAR	COMMUNICATION	\$318.69
U.S. POST OFFICE	POSTAGE	\$457.80
UNITED HEALTH CARE	HEALTH INSURANCE	\$6,271.57
WILD BLUE	COMMUNICATION	\$85.90
ELDON WILSON	DEPOSIT REFUND	\$138.06
WINDSTREAM	COMMUNICATION	\$72.30
ZIEGLER INC.	REPAIRS	\$174.14

TOTAL ACCOUNTS PAYABLE \$841,033.86

TOTAL PAYROLL CHECKS \$20,147.87

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

Utility Office Manager Carrie Benda reported on the W-2's and 1099's being completed, shutoffs for January and Income Offset matches.

Board member Bishop inquired as to the square renovations.

There being no further business to discuss, board member Bishop motioned and Binning seconded adjournment at 6:40 p.m.

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



Alisha Kale, Chairman

Attest:



Carrie Benda, Utility Office Manager

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Approved by Osceola Water Board of Trustees on March 1, 2018.