

OSCEOLA WATER BOARD

June 7, 2018

The Osceola Water Board met for the regularly scheduled meeting on Thursday, June 7, 2018 at 5:30 P.M. This being the time and place as legally posted, the meeting was called to order by Vice Chair Larry Bishop with the following Board Members present: MacKenzie O'Hair, Mark Binning and Jim Kimball. Alisha Kale was absent. Also present were Superintendent Brandon Patterson, Utility Office Manager Carrie Benda, Water Works Foreman Royce Robertson, Kyle Sandage, David Harrison, Ron Eshelman and others not signed in.

Board member O'Hair motioned to approve the agenda as presented and Binning seconded the motion.

Ayes: O'Hair, Binning, Kimball, Bishop

Nays: None

Absent: Kale

Motion Passed

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

Water Superintendent Brandon Patterson opened the discussion regarding the approval of designs and development for building repairs at 208 W. Jefferson Street by stating that per the board's direction, he worked with the architect to reduce the project costs. Mr. Patterson continued by telling the board that the asbestos inspection has been completed and came back negative. Mr. Patterson continued by going through the designs and presented current cost estimates. Mr. Patterson, David Harrison and Kyle Sandage spoke to the board regarding current costs, design and future plans if the board approved the designs and development. After discussion, board member O'Hair motioned to approve the designs and development for the building repairs at 208 W. Jefferson and Binning seconded the motion. Roll call of the vote was:

Ayes: O'Hair, Binning, Bishop

Nays: Kimball

Absent: Kale

Motion Passed

Water Superintendent Brandon Patterson opened the discussion regarding water rates by stating that Chairman Kale met with staff to evaluate the cost of chemicals, utilities and other expenses that continually increase in price. Mr. Patterson presented the information regarding a 1, 2 and 3% increase as well as a flat amount of \$1.00. After discussion, board member Binning motioned to set a public hearing to discuss a possible water rate increase for the July 5, 2018 water board meeting and Kimball seconded the motion. Roll call of the vote was:

Ayes: O'Hair, Binning, Kimball, Bishop

Nays: None

Absent: Kale

Motion Passed

***Resolution 2018-10***

Water Superintendent Brandon Patterson opened the discussion regarding installing a water main on the 200 block of North Temple Street by presenting that the block does not have a water main and the homeowners are experiencing water pressure issues. Mr. Patterson continued by explaining the cost of doing this project is expensive due to the nature of the repairs, cost of materials and labor. Continuing on, Mr. Patterson presented the capital account breakdown and future projects that were prioritized. After discussion, board member O'Hair motioned to proceed to install the water main on the 200 Block of North Temple and Kimball seconded the motion.

Ayes: O'Hair, Binning, Kimball, Bishop

Nays: None  
Absent: Kale  
Motion Passed

Water Superintendent Brandon Patterson opened the discussion regarding employee job descriptions, evaluations and compensation for FY 2018-2019 by presenting the resignation of Levi Dunbar, Casey Fluckey moved from Water Distribution to Water Treatment and will be certified after completing a grade II treatment license, weekend coverage for the treatment plant and annual staff evaluations have been completed. After discussion, board member Binning motioned to approve Steve Aldridge's compensation increase of \$.50/hour to cover weekend shifts until the water treatment plant is fully staffed and Kimball seconded the motion.

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

Board member Binning motioned to approve the transfer of Casey Fluckey to Water Plant Operator and an hourly increase of \$1.00 upon successful completion of training and performance evaluation at six months and Kimball seconded the motion.

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

Board member Binning motioned to approve a 2% increase for all staff for FY2018-2019 and Kimball seconded the motion.

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

Water Superintendent Brandon Patterson opened the discussion regarding hiring seasonal staff by presenting to the board that we currently have one vacant position and requested the board's authorization to fill it with a temporary seasonal employee instead of a full time position to assist with mowing, painting, hydrant maintenance, facility and ground maintenance and other tasks as assigned. Mr. Patterson presented the position would be an hourly position of \$14.00/hour with no benefits. After discussion, board member Binning motioned to authorize staff to hire a part-time seasonal employee at \$14.00/hour and Kimball seconded the motion.

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

Water Superintendent Report: Brandon Patterson reported to the board that the new water main on 600 block of North Fillmore Street has been installed and the finishing work is being completed. Continuing on, Mr. Patterson updated the board of a new truck wash being built and the water main being installed by Andrew Construction, a secondary business to be started soon and a future meeting with SIRWA to discuss water conservation to be held. Mr. Patterson concluded his report by reporting the lake level being 55 inches below the spillway, increased water pumpage and a conservation article being worked on.

Vice Chair Bishop presented the consent agenda. Board member Binning motioned to approve the consent agenda as presented and Kimball seconded the motion. The consent agenda included the Aging Report reflecting an outstanding balance of \$21,343.20 on all utility services, YTD Budget Report, minutes from the meeting held on May 3, 2018 as well as the following Bills and Claims:

AFLAC	PAYROLL	\$180.20
AGSOURCE LABORATORY	LAB TESTING	\$93.00
ALLIANT ENERGY	UTILITY	\$6,756.83
SETH & TYRA AUDLEHELM	DEPOSIT REFUND	\$100.00
GASPAR AVALOS	DEPOSIT REFUND	\$150.00
BANKERS TRUST COMPANY	BOND PAYMENT	\$239,156.25
BUD JONES CONSTRUCTION	SERVICES	\$1,070.00
CALGON CARBON	CARBON	\$23,597.16
CARD MEMBER SERVICE	SERVICES	\$11.79
CASEY'S GENERAL STORES	FUEL	\$446.37
CENTERPOINT ENERGY SERVICES	NATURAL GAS	\$664.45
CHEM-SULT	CHEMICALS	\$37,040.95
CHESNUT LAWN & LANDSCAPE	SERVICES	\$85.00
CINTAS FIRST AID & SAFETY	SERVICES	\$61.38
CITY OF OSCEOLA	MONTHLY COLLECTIONS	\$150,034.04
CLARKE COUNTY	PERMIT FEE	\$250.00
COUNTRY CONCRETE	SERVICES	\$722.25
CR SERVICES	SUPPLIES	\$312.06
CRESTON PUBLISHING COMPANY	PUBLICATION	\$273.91
D & D PEST CONTROL	SERVICES	\$45.00
DES MOINES WATER WORKS	LAB TESTING	\$60.00
DESIGN ALLIANCE	SERVICES	\$2,383.78
FAREWAY STORES	SUPPLIES	\$2.97
NOE RODRIGUEZ FLORES	DEPOSIT REFUND	\$150.00
FP MAILING SOLUTIONS	SERVICES	\$110.85
CORY GALLUP	REIMBURSEMENT	\$9.19
GILBERTS TRUE VALUE HOME	SERVICES	\$69.55
HACH COMPANY	SERVICES	\$18,887.41
ERIK HANSEN	DEPOSIT REFUND	\$100.00
HIGHWAY LUMBER	SERVICES	\$15.16
HYDRITE CHEMICAL CO	CHEMICALS	\$2,124.60
IA DEPT OF HUMAN SERVICES	PAYROLL	\$687.36
IDEAL READY MIX CO	CONCRETE	\$1,936.90
IMWCA	WORKMANS COMP	\$1,917.00
INTERNAL REVENUE SERVICE	FEDERAL TAXES	\$7,001.69
IOWA DEPT OF REVENUE	STATE TAXES	\$1,453.00
IOWA DEPT OF REVENUE	SALES TAXES	\$4,863.00
IPERS	PAYROLL	\$4,559.92
J P AUTO	SERVICES	\$151.99
KEMPER BENEFITS	GAP INSURANCE	\$261.71
LACORONA	DEPOSIT REFUND	\$100.00
M & M AG	SUPPLIES	\$139.00
MET LIFE	DENTAL INSURANCE	\$424.71
MIDWEST OFFICE TECHNOLOGY	SERVICES	\$72.98
LORENS MORA	DEPOSIT REFUND	\$150.00
MUNICIPAL SUPPLY INC	SERVICES	\$4,633.05
MUTUAL OF OMAHA	LIFE INSURANCE	\$56.04
OFFICE OF AUDITOR OF STATE	FILING FEE	\$175.00
OSCEOLA FARM & HOME	SERVICES	\$1,365.07
OSCEOLA WATER WORKS	APPLY DEPOSITS	\$250.00
RAYMOND PATTERSON	REFUND	\$209.22
JAMES D. RAWSON	DEPOSIT REFUND	\$150.00
SCHILDBERG CONSTRUCTION	SERVICES	\$2,059.35
SHAZAM	MONTHLY FEE	\$25.00
SOLUTIONS	SERVICES	\$4.49
SPOKE COMMUNICATIONS	SERVICES	\$50.00
STATE HYGENIC LABORATORY	LAB TESTING	\$573.560
BRYCE THOMAS	DEPOSIT REFUND	\$100.00
U.S. CELLULAR	COMMUNICATION	\$390.61
U.S. POST OFFICE	POSTAGE	\$469.00
UNITED HEALTH CARE	HEALTH INSURANCE	\$8,149.84
VEENSTRA & KIMM, INC.	SERVICES	\$456.45
WILD BLUE	COMMUNICATION	\$85.90
WINDSTREAM	COMMUNICATION	\$305.99

TOTAL ACCOUNTS PAYABLE \$528,191.92

TOTAL PAYROLL CHECKS \$21,574.77

Ayes: O'Hair, Binning, Kimball, Bishop

Nays: None

Absent: Kale

Motion Passed

Utility Office Manager Carrie Benda reported on the final income offset holding, water excise tax and workman's comp premium decrease.

The board members had nothing to report.

Water Superintendent Brandon Patterson requested to postpone his performance review until the July board meeting.

There being no further business to discuss, board member Binning motioned and O'Hair seconded adjournment at 6:33 p.m.

Ayes: O'Hair, Binning, Kimball, Bishop

Nays: None

Absent: Kale

Motion Passed

  
Larry Bishop, Vice Chair

Attest:

  
Carrie Benda, Utility Office Manager

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Approved by the Osceola Water Board of Trustees on July 5, 2018.