

OSCEOLA WATER BOARD

February 6, 2020

The Osceola Water Board met for the regularly scheduled meeting on Thursday, February 6, 2020 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, MacKenzie O'Hair. James Kimball arrived at 5:44 p.m. Also present were Superintendent Brandon Patterson, Utility Office Manager Carrie Benda, Water Works Foreman Royce Robertson, Doug Miller and others not signed in.

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

Ayes: Binning, O'Hair, Bishop, Kale

Nays: None

Absent: Kimball

Motion Passed

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

Doug Miller with Friday Insurance spoke to the board about the property and casualty insurance policy. Mr. Miller spoke on the coverage of the dam at West Lake and the public entity enhancements. After further discussion on the public entity enhancements, board member Binning motioned to increase the public entity enhancement portion of the insurance coverage from a coverage limit of \$50,000 & annual premium \$50 to a coverage limit of \$2,000,000 & annual premium of \$350 and O'Hair seconded the motion.

Ayes: Binning, O'Hair, Bishop, Kale

Nays: None

Absent: Kimball

Motion Passed

James Kimball entered the meeting at 5:44 p.m.

Water Superintendent Brandon Patterson opened the discussion regarding sludge removal for the lagoons at the water treatment plant. Mr. Patterson continued by presenting the vendors that were contacted and bids that were received. After discussion, board member Bishop motioned to enter into an agreement with Telum for a lump sum fee of \$59,400 to clean two lagoons based on full capacity and Kimball seconded the motion. Roll call of the vote was:

Ayes: Kimball, Binning, O'Hair, Bishop, Kale

Nays: None

Motion Passed

*2020-02*

Water Superintendent Brandon Patterson opened the discussion regarding future pay increases and employee evaluations by presenting a draft proposal based off of board direction. Mr. Patterson stated that the evaluation is broken up into five categories (unsatisfactory, improvement needed, satisfactory, very good and excellent). Mr. Patterson presented wage increase percentages and requested approval of unsatisfactory, improvement needed = 0% increase, satisfactory = 2% increase, very good = 2.50% increase and excellent = 3% increase. After discussion, board member Bishop motioned to approve the wage proposal as presented and O'Hair seconded the motion.

Ayes: Kimball, Binning, O'Hair, Bishop, Kale

Nays: None

Motion Passed

Board member Binning left the meeting at 6:21 p.m.

Water Superintendent Brandon Patterson opened the discussion regarding a water rate study by stating that this was an item tabled from the January 2020 board meeting. Mr. Patterson stated that the last rate study was completed in 2010 and he is hoping to get board support to have a current study completed. The study will analyze the current rate structure, evaluate each rate class, provide rate projections and assist with the contracts we have with SIRWA and city. Mr. Patterson presented the update of how he plans to use the information and pay for the project. After discussion, board member Kimball motioned to enter into an agreement with HDR Engineering to conduct a water rate study and directs staff to meet with SIRWA regarding assisting with a portion of the rate study and revisit their water rate. Board member Bishop seconded the motion. Roll call of the vote was:

Ayes: Kimball, O’Hair, Bishop, Kale

Nays: None

Absent: Binning

Motion Passed

**2020-03**

Utility Office Manager Carrie Benda opened the discussion regarding debit/credit card payments by explaining the transition from Forte Payment Systems to Gov Pay Net and the issues that have not been resolved. After discussion, board member Bishop motioned to direct staff to continue working with Gov Pay Net for the next 30 days and if Gov Pay Net could not come through with the proposal laid out, look at alternative options. Board member Kimball seconded the motion.

Ayes: Kimball, O’Hair, Bishop, Kale

Nays: None

Absent: Binning

Motion Passed

Water Superintendent Report: Brandon Patterson shared with the board two main breaks that were able to be repaired by Osceola Water Works staff, a hydrant issue at the Clarke Community High School and ongoing maintenance at the water treatment plant. Mr. Patterson also asked for the board’s direction regarding lead water lines and assessment of fees where Osceola Water Works is required to hire repairs made to customer’s services. Mr. Patterson concluded his report by giving an update on the Clarke County Reservoir project.

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 \$28,885.16 on all utility services, YTD Budget Report, minutes from the meetings held on January 9, 2020 as well as the following Bills and Claims:

AFLAC	PAYROLL	\$282.88
AGSOURCE LABORATORIES	LAB TESTING	\$126.50
ALLIANT ENERGY	UTILITIES	\$7,903.95
ANDREW CONSTRUCTION II	DEPOSIT REFUND	\$1,300.00
ASHLEY AUBREY	DEPOSIT REFUND	\$150.00
ENEDINA AYALA	DEPOSIT REFUND	\$18.79
JOSE BANUELOS	DEPOSIT REFUND	\$79.54
DAVID BARNEY	CREDIT REFUND	\$77.77
BRAD BLUM	DEPOSIT REFUND	\$150.00
ASHLEY LYNN BROWN	DEPOSIT REFUND	\$150.00
JOEY BROWN	DEPOSIT REFUND	\$38.32
CARD MEMBER SERVICE	SERVICES	\$244.65
CASEY’S GENERAL STORES	FUEL	\$546.36
CENTERPOINT ENERGY SERVICES	NATURAL GAS	\$525.58
CHEM-SULT INC.	CHEMICALS	\$28,267.31
CITY OF OSCEOLA	MONTHLY COLLECTIONS	\$161,192.28
CITY OF OSCEOLA	FLEX ACCOUNT	\$86.68
CITY OF OSCEOLA	HEALTH INSURANCE	\$9,591.40
CLARKE COUNTY SHERIFF	PAYROLL	\$154.22
COUNTRY CONCRETE	CONCRETE	\$2,155.00

CRESTON PUBLISHING	PUBLICATON	\$167.74
D & D PEST CONTROL	SERVICES	\$45.00
HALEY DEVORE	DEPOSIT REFUND	\$101.54
FELD FIRE	SERVICES	\$163.00
GILBERTS TRUE VALUE	SERVICES	\$942.85
HACH COMPANY	LAB TESTING	\$113.78
HAWKINS	CHEMICALS	\$1,285.00
TYRONE HERFEL	DEPOSIT REFUND	\$92.59
HIGHWAY LUMBER	SERVICES	\$180.00
IA DEPT OF HUMAN SERVICES	PAYROLL	\$1,010.44
IDEAL READY MIX CO	CONCRETE	\$2,821.50
INTERNAL REVENUE SERVICE	PAYROLL	\$7,000.34
IOWA DEPT OF REVENUE	STATE TAXES	\$1,659.00
IOWA RURAL WATER ASSOCIATION	TRAINING	\$320.00
IOWA WORKFORCE DEV	UNEMPLOYMENT	\$4,981.35
IPERS	PAYROLL	\$6,346.27
J P AUTO	SERVICES	\$93.73
ELLEN MARFUT	DEPOSIT REFUND	\$28.13
LISA MCCOY-PATRICK	DEPOSIT REFUND	\$150.00
MET LIFE	DENTAL INSURANCE	\$426.15
METERING & TECHNOLOGY SOLUT	SERVICES	\$740.94
MIDWEST OFFICE TECHNOLOGY	SERVICES	\$4,782.40
MUNICIPAL SUPPLY INC	SERVICES	\$332.90
MUTUAL OF OMAHA	LIFE INSURANCE	\$57.04
O'REILLY AUTO PARTS	SERVICES	\$7.38
OSCEOLA FARM & HOME	SERVICES	\$289.79
OSCEOLA WATER WORKS	APPLY DEPOSITS	\$3,762.71
RONDA PARMER	DEPOSIT REFUND	\$77.23
BRITTANY POUNDS	DEPOSIT REFUND	\$21.24
SCHILDBERG CONSTRUCTION CO	SERVICES	\$758.37
STATE HYGENIC LABORATORY	LAB TESTING	\$185.50
MEGANN STEWARD	DEPOSIT REFUND	\$19.80
U.S. CELLULAR	COMMUNICATION	\$340.83
U.S. POST OFFICE	POSTAGE	\$463.98
RANSOM WHITHAM	DEPOSIT REFUND	\$49.16
WILD BLUE	COMMUNICATION	\$175.00
WINDSTREAM	COMMUNICATION	\$370.10
DAVID YOUNGS	DEPOSIT REFUND	\$150.00
ZIEGLER INC.	SERVICES	\$116.78

TOTAL ACCOUNTS PAYABLE \$ 253,670.79

TOTAL PAYROLL \$21,079.84

TOTAL PAID \$274,750.63

Ayes: Kimball, O'Hair, Bishop, Kale

Nays: None

Absent: Binning

Motion Passed

Utility Office Manager Carrie Benda reported the State Income Offset Program, IAMU refund received and presented a request for payment arrangement for an outstanding balance at 130 West Cass St.

Board members had nothing to report.

There being no further business to discuss, board member O'Hair motioned and Bishop seconded adjournment at 7:06 p.m.

Ayes: Kimball, O'Hair, Bishop, Kale

Nays: None

Absent: Binning

Motion Passed



Alisha Kale, Chairman

Attest:

*Carrie Benda*

Carrie Benda, Utility Office Manager

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Approved by the Osceola Water Board of Trustees on 3-5-2020.