

OSCEOLA WATER BOARD
February 4, 2021

The Osceola Water Board met for the regularly scheduled meeting on Thursday, February 4, 2021 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 and Dr. Jim Kimball. Mark Binning and Sara O'Hair attended by telephone. Also present were Utility Office Manager Carrie Benda, Doug Miller and others not signed in.

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

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

Nays: None

Motion Passed

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

Doug Miller from Friday Insurance Company was present to speak about the cyber liability insurance renewal. Mr. Friday spoke to the board regarding increases in the premium amounts and rates that he had obtained on behalf of the board. Mr. Friday stated that after reviewing the rates and product that he recommended staying with BCS Insurance Company with a premium rate of \$2,713.00. After discussion, board member Kimball motioned to renew the policy with BCS Insurance Company with a premium rate of \$2,713 and Bishop seconded the motion.

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

Nays: None

Motion Passed

Board member Kimball motioned to open the public hearing regarding the FY 2021-2022 budget at 5:42 p.m. and Bishop seconded the motion. Roll call of the vote:

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

Nays: None

Motion Passed

Utility Office Manager Carrie Benda stated that there had been no communication from the public notice either written or verbal and presented the budget as previously discussed. Board discussion was held regarding amounts increasing, infrastructure updates and audit requirements.

There being no further comments, board member Bishop motioned to close the public hearing regarding the FY 2021-2022 budget at 5:55 p.m. and Kimball seconded the motion. Roll call of the vote was:

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

Nays: None

Motion Passed

Board member Bishop motioned to approve the FY 2021-2022 budget as presented and board member Kimball seconded the motion. Roll call of the vote was:

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

Nays: None

Motion Passed

Resolution 2021-02

Utility Office Manager Carrie Benda opened the discussion regarding penalty waiver received for 2400 College Drive by presenting the written request received and the board's Rules and Regulations pertaining to waiver of penalty. Mrs. Benda continued by stating that she was

contacted by Capturis who is the payment center for WalMart Stores. The December 2020 payment was mailed and was not received until December 17, 2020 which resulted in the account receiving a penalty of \$58.56. Mrs. Benda continued and stated that after review of the account, WalMart does qualify for the penalty waiver and recommended approval. After discussion, board member Bishop motioned to waive the penalty for WalMart of \$58.56 and Kimball seconded the motion.

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

Nays: None

Motion Passed

Utility Office Manager Carrie Benda opened the discussion regarding penalty waiver received for 717 West Webster St. by presenting the written request received and the board's Rules and Regulations pertaining to waiver of penalty. Mrs. Benda continued by stating that she was contacted by Mr. Pfister and was told that the January payment was made through his bank and Osceola Water Works received the check on January 19, 2021. Due to the payment not received by the 15th of the month, a penalty of \$6.38 was applied to the account. Mrs. Benda continued and stated that after review of the account, Mr. Pfister does qualify for the penalty waiver and recommended approval. After discussion, board member Bishop motioned to waive the penalty for Mr. Pfister of \$6.38 and Kimball seconded the motion.

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

Nays: None

Motion Passed

Utility Office Manager Carrie Benda opened the discussion regarding penalty waiver received for Clarke Community Schools by presenting the written request received and the board's Rules and Regulations pertaining to waiver of penalty. Mrs. Benda continued by stating that written notification was received by April Hughes, Accounts Payable at Clarke Community Schools regarding the December bills that received penalty's as they forgot to make the payment. The payment was promptly brought to the Water Works office upon discovery that the payments were not made. Mrs. Benda continued by stating that another written request was received from April Hughes regarding the January 2021 utility bills. The total of all penalty's for December and January totaled \$194.24 for all accounts. After further discussion, board member Bishop motioned to waive the penalties for both December 2020 and January 2021 in the amount of \$194.24 and authorized staff to prepare written communication to Clarke Community Schools to reflect the board's policy and requirements for payments to be received and to also state that going forward no additional adjustments will be issued unless the policy is followed. Board member Kimball seconded the motion.

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

Nays: None

Motion Passed

Utility Office Manager Carrie Benda opened the discussion regarding financial audit request for Faller, Kincheloe & Co., PLC for fiscal year audits for 2021, 2022 & 2023 by stating the current RFP has expired with the FY 2020-2021 audit that was just completed. Mrs. Benda continued by stating that the RFP will set us up for the next three years. After discussion, board member Kimball motioned to approve the RFP letter received from Faller, Kincheloe & Co., PLC for the fiscal years of 2021, 2022 & 2023 as presented and Kimball seconded the motion. Roll call of the vote was:

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

Nays: None

Motion Passed

Water Superintendent Report: Utility Office Manager Carrie Benda presented Superintendent Brandon Patterson's report to the board in his absence. Mrs. Benda stated that there were three main breaks that has been repaired by Osceola Water Works staff in the last month and that work is currently in process with the City of Osceola for our water main project on West Clay St and North Fillmore St. The timeframe will likely be once school is out for summer break. Mrs.

Benda continued by updating the board regarding the completion of relocation of the chlorine feed lines at the plant to prepare for the summer season. Mrs. Benda concluded the report for Superintendent Brandon Patterson by giving an update on the Clarke County Reservoir Commission and discussion regarding the current policy regarding customer complaints regarding water quality.

Chairman Kale presented the consent agenda. Board member Kimball 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 \$28,246.69 on all utility services, YTD Budget Report, minutes from the meetings held on January 7, 2021 as well as the following Bills and Claims:

AFLAC	PAYROLL	\$428.80
AGSOURCE LABORATORY	LAB TESTING	\$93.00
ALLIANT ENERGY	UTILITY	\$6,972.59
ANA ANDRADE	DEPOSIT REFUND	\$84.60
BOBS AUTO SUPPLY	SERVICES	\$11.16
CHRISTIAN BOEHMER	DEPOSIT REFUND	\$150.00
BUD JONES CONSTRUCTION	SERVICES	\$480.00
ANSELMO CARBAJAL	DEPOSIT REFUND	\$71.33
CARD MEMBER SERVICE	SERVICES	\$91.37
CASEY'S GENERAL STORES	FUEL	\$712.14
CENTERPOINT ENERGY SERVICES	NATURAL GAS	\$946.42
CHEM-SULT INC.	CHEMICALS	\$30,408.23
CITY OF OSCEOLA	MONTHLY COLLECTIONS	\$163,624.98
CITY OF OSCEOLA – FLEX	PAYROLL	\$83.32
CITY OF OSCEOLA – HEALTH	HEALTH INSURANCE	\$8,919.25
CRESTON PUBLISHING COMPANY	PUBLICATION	\$189.18
D & D PEST CONTROL	SERVICES	\$45.00
NICHOLAS EVERS	DEPOSIT REFUND	\$23.39
FAREWAY STORES	SERVICES	\$6.95
LISA FRY	DEPOSIT REFUND	\$149.37
ALYXANDRIA GATEWOOD	DEPOSIT REFUND	\$150.00
GILBERTS TRUE VALUE	SERVICES	\$354.08
GRAINGER	SERVICES	\$104.39
HACH COMPANY	LAB TESTING	\$890.18
HAWKINS	CHEMICALS	\$1,385.00
RANDY & CATHY HEATH	DEPOSIT REFUND	\$100.00
HR GREEN, INC.	SERVICES	\$2,026.00
IA DEPT OF HUMAN SERVICES	PAYROLL	\$1,010.44
IA DEPT OF NATURAL RESOURCES	PERMIT FEE	\$130.00
IDEALS – PESTICIDE BUREAU	APPLICATION FEE	\$15.00
IDEAL READY MIX CO	CONCRETE	\$673.20
INTERNAL REVENUE SERVICE	PAYROLL	\$6,885.58
IOWA DEPT OF REVENUE	STATE TAXES	\$1,222.00
IOWA ONE CALL	SERVICES	\$93.70
IPERS	PAYROLL	\$4,995.969
JP AUTO	SERVICES	\$150.35
AMANDA JOHNSON	DEPOSIT REFUND	\$74.45
JACOB MAURER	DEPOSIT REFUND	\$7.97
ALYSSA MCAFEE	DEPOSIT REFUND	\$10.92
MET LIFE	DENTAL INSURANCE	\$508.86
METERING & TECHNOLOGY SOL	SERVICES	\$3,950.96
MIDWEST OFFICE TECHNOLOGY	SERVICES	\$48.80
MUNICIPAL SUPPLY INC.	SERVICES	\$649.20
MUTUAL OF OMAHA	LIFE INSURANCE	\$57.04
ONSITE SERVICE SOLUTIONS, LLC	SERVICES	\$2,314.50
OSCEOLA FARM & HOME	SERVICES	\$182.93
OSCEOLA WATER WORKS	APPLY DEPOSITS	\$1,608.46
EMILY RAMOS	DEPOSIT REFUND	\$17.91
REYNOLDS & VANWERDEN LLP	LEGAL FEES	\$150.00
SEAN ROBINSON	DEPOSIT REFUND	\$150.00
CADE SEGERS	DEPOSIT REFUND	\$150.00
SEILER INSTRUMENT & MFG CO.	GIS EQUIPMENT	\$6,020.29
SETON PRODUCTS	SERVICES	\$98.47
SOLUTIONS	SERVICES	\$991.81
SPOKE COMMUNICATIONS	SERVICES	\$440.00
STATE HYGENIC LABORATORY	LAB TESTING	\$231.00
TELSPAN	SERVICES	\$21.69
TRAVIS MECHANICAL & CONTROLS	SERVICES	\$1,825.00
AUSTIN TULL	DEPOSIT REFUND	\$150.00
TAYLOR TUTHILL	DEPOSIT REFUND	\$150.00

U.S. CELLULAR	COMMUNICATION	\$399.67
U.S. POST OFFICE	POSTAGE	\$461.42
VEENSTRA & KIMM, INC.	SERVICES	\$546.90
ENRIQUE VELA	DEPOSIT REFUND	\$92.58
WILD BLUE	COMMUNICATION	\$175.00
WILDER'S TRUCK SERVICES	SERVICES	\$191.67
WINDSTREAM	COMMUNICATION	\$451.85
COLE ZEISE	DEPOSIT REFUND	\$150.00

TOTAL ACCOUNTS PAYABLE: \$255,599.93

TOTAL PAYROLL: \$21,484.13

TOTAL PAID: \$277,084.06

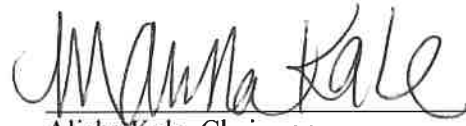
Ayes: O'Hair, Kimball, Binning, Bishop, Kale
 Nays: None
 Motion Passed

Utility Office Manager Carrie Benda reported on the receipt of the dividend check received from Iowa Municipal Utilities in the amount of \$1,349.23, year end processing for tax preparation and shifting duties in the office.

Board member Kale wished to request staff to continue to review and report on customer complaints in a timely fashion.

There being no further business to discuss, board member Bishop motioned and Kimball seconded adjournment at 6:10 p.m.

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


 Alisha Kale, Chairman

Attest:


 Carrie Benda, Utility Office Manager

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Approved by the Water Board of Trustees on 3-4-2021.