

OSCEOLA WATER BOARD
July 1, 2021

The Osceola Water Board met for the scheduled meeting on Thursday, July 1, 2021 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, Dr. James Kimball and Sara O'Hair. Board Chairman Alisha Kale arrived at 5:35 p.m. Also present were Superintendent Brandon Patterson, Utility Office Manager Carrie Benda, Tyra Audlehelm and others not signed in.

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

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

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

Chairman Kale arrived at 5:35 p.m.

Water Superintendent Brandon Patterson opened the discussion regarding amending the definitions section of the Osceola Water Works Rules and Regulations by going through the section and recommended changes. These changes included wording for meter pits that are installed, an addition of a sewer deduct/water only meter and removal of temporary service. After discussion, board member Bishop motioned to approve the changes as presented and Binning seconded the motion. Roll call of the vote was:

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

Resolution 2021-08

Water Superintendent Brandon Patterson opened the discussion regarding amending Rule 1, Initiating Service and Service Rules of Osceola Water Works Rules and Regulations by presenting updates regarding service application forms and payment of reconnection fees. After discussion, board member Bishop motioned to approve the changes as presented and Kimball seconded the motion. Roll call of the vote was:

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

Resolution 2021-09

Water Superintendent Brandon Patterson opened the discussion regarding amending Rule 4, Billing & Penalties of Osceola Water Works Rules and Regulations by presenting the updates and changes. Mr. Patterson stated that the sections for penalties, reconnection fees and payment arrangements had been updated and verbiage added. After discussion, board member Binning motioned to approve the resolution with an addition of cash only accounts are required to pay their bills three months by the due date and after this timeframe, the customer may put in writing to request a reinstatement to pay by all methods of payment. Mr. Bishop continued by stating on the first time there is any returned payment, the customer is cash only for the life of the utility account. Board member Binning seconded the motion and addendum from Bishop. Roll call of the vote was:

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

Motion Passed
Resolution 2021-10

Water Superintendent Brandon Patterson opened the discussion regarding amending Rule 5, Labor Rates of the Osceola Water Works Rules and Regulations by stating the costs were last updated in 2015. Mr. Patterson stated that he recommended updates to the hourly rate and presented a process for disconnection requests after hours. After discussion, board member Binning motioned to approve the resolution to update Labor Rates with the addendum of disconnection requests after hours will receive a one-time courtesy request and then any additional trip outside of business hours will receive a \$68 fee. Board member Bishop seconded the motion. Roll call of the vote was:

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

Nays: None

Motion Passed

Resolution 2021-11

Water Superintendent Brandon Patterson opened the discussion regarding updating Rule 8, Meter & Tap Fees of Osceola Water Works Rules and Regulations by stating the last update for the meter fees was 2018. Mr. Patterson continued by stating that he recommended increasing the meter fees to recoup costs and provided recommendations for water main connection fees. After discussion, board member Bishop motioned to approve the resolution as presented and O'Hair seconded the motion. Roll call of the vote was:

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

Nays: None

Motion Passed

Resolution 2021-12

Water Superintendent Brandon Patterson opened the discussion regarding amending Rule 25, Service Line Requirements of Osceola Water Works Rules and Regulations by stating he brought this to the board's attention last month. Mr. Patterson stated that there can not be an inspection as part of the property selling due to a legislature restriction. Mr. Patterson stated he is continuing to research options on how to handle the lead and/or galvanized lines. Continuing on, Mr. Patterson requested the board's authorization to require replacement of the service line anytime a lead or galvanized service line is found to have failed or is leaking. Mr. Patterson presented verbiage that will allow for enforcement to correct uncovered situations. After discussion, board member Binning motioned to approve the addition of the verbiage to Rule 25 as presented and Kimball seconded the motion. Roll call of the vote was:

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

Nays: None

Motion Passed

Resolution 2021-13

Water Superintendent Brandon Patterson opened the discussion regarding service line to the property of 122 W. Clay St. by presenting a section of the galvanized water service line removed from the property when a repair was required. Mr. Patterson stated that he had a discussion with the property owner and is requesting the board's direction on how to handle this process going forward. Mr. Patterson stated that as part of the water main project, a new water main would be installed, a meter pit would be set and then it would be the customer's responsibility to get a new service line to the home. After discussion, board member Bishop motioned to instruct Mr. Patterson to go back to the customer and tell the homeowner the situation is required to be repaired to correct the situation. The motion died due to lack of a second. After further discussion, Mr. Bishop rescinded his original motion. Board member Bishop motioned to instruct Mr. Patterson go back to the homeowner and require replacement of the service line. Board member Binning seconded the motion.

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

Nays: None

Motion Passed

Water Superintendent Report: Brandon Patterson reported to the board the holiday observance on Monday, July 5, 2021. The board directed Superintendent Patterson to handle any future holidays that fall on a weekend by assigning the coordinating date of observance. Mr. Patterson also reported that the water main project is underway, more rules and regulations updates will likely be coming and that the customer rates went into effect for all customers with the July 1 billing. Mr. Patterson continued by stating the staff has been busy with water main breaks, water plant update, update on S.I.R.W.A.'s contract response received. Mr. Patterson concluded the report with an update to the board regarding the Clarke County Reservoir Commission and process to move duties to the Osceola Water Works staff.

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 \$23,221.47 on all utility services, YTD Budget Report, minutes from the meetings held on June 3, 2021 as well as the following Bills and Claims:

AFLAC	PAYROLL	\$402.28
AGSOURCE LABORATORY	LAB TESTING	\$81.00
AIRPORT GRAPICS	SERVICES	\$200.00
ALLIANT ENERGY	UTILITY	\$8,224.51
BADGER METER	SERVICES	\$137.28
MANUEL CALZADINAS-CASTRO	DEPOSIT REFUND	\$190.59
CARD MEMBER SERVICE	SERVICES	\$277.55
CASEY'S GENERAL STORES	FUEL	\$605.55
CENTERPOINT ENERGY SERVICES	NATURAL GAS	\$671.41
CENTRAL IOWA FASTENERS	SERVICES	\$231.81
CHEM-SULT INC	CHEMICALS	\$51,396.94
CITY OF OSCEOLA	HEALTH INSURANCE	\$12,197.70
CITY OF OSCEOLA	MONTHLY COLLECTIONS	\$170,815.14
CITY OF OSCEOLA	FLEX	\$83.32
CLARKE COUNTY HOSPITAL	SERVICES	\$92.00
CLARKE COUNTY SHERIFF	GARNISHMENT	\$828.60
COMMUNICATIONS SOLUTIONS	SERVICES	\$120.00
D & D PEST CONTROL	SERVICES	\$45.00
DES MOINES AREA COMM COLLEGE	TRAINING	\$1,020.00
DSM HOIST, INC.	SERVICES	\$1,135.00
FLEETSIDE FORD	VEHICLE REPAIRS	\$690.40
FRIDAY INSURANCE AGENCY	INSURANCE	\$901.00
MARIA GARCIA	DEPOSIT REFUND	\$100.00
HACH COMPANY	LAB TESTING	\$1,012.74
HAWKINS	CHEMICALS	\$1,695.00
REYES HERNANDEZ	DEPOSIT REFUND	\$134.47
HIGHWAY LUMBER	SERVICES	\$72.97
COREY HITES	DEPOSIT REFUND	\$.63
HR GREEN, INC.	SERVICES	\$1,520.75
IA DEPT OF HUMAN SERVICES	PAYROLL	\$757.83
IMWCA	WORKMANS COMP	\$682.00
INTERNAL REVENUE SERVICE	PAYROLL	\$6,875.56
IOWAS DEPT OF REVENUE	PAYROLL	\$1,523.00
IOWA DEPT OF REVENUE	WATER EXCISE TAX	\$5,244.00
IOWA FIRE EQUIPMENT COMPANY	SERVICES	\$394.83
IOWA ONE CALL	SERVICES	\$50.40
IPERS	PAYROLL	\$6,264.34
J P AUTO	SUPPLIES	\$152.74
JENSEN PROMOTIONS, LLC	SERVICES	\$559.60
JETCO, INC.	SERVICES	\$4,488.25
FLORINDA MACHADO	DEPOSIT REFUND	\$100.00
MET LIFE	DENTAL INSURANCE	\$718.31
METERING & TECHNOLOGY SOLU	WATER METERS	\$200.03
MIDWEST OFFICE TECHNOLOGY	SERVICES	\$70.05
MUNICIPAL SUPPLY INC.	SERVICES	\$1,650.60
MUTUAL OF OMAHA	LIFE INSURANCE	\$81.56
O'REILLY AUTO PARTS	SERVICES	\$159.90
OSCEOLA FARM & HOME	SERVICES	\$332.19
OSCEOLA WATER WORKS	APPLY DEPOSITS	\$2,538.87
ELIZABETH PUENTE	DEPOSIT REFUND	\$100.00
SCHIDLBERG CONSTRUCTION	SERVICES	\$828.08
BARBARA SEXAUER	DEPOSIT REFUND	\$22.70

SHAZAM	MONTHLY FEE	\$25.00
SOLUTIONS	SERVICES	\$2,172.11
RACHEL SPEAKMAN	DEPOSIT REFUND	\$3.33
SPOKE COMMUNICATIONS, LLC	SERVICES	\$395.00
STRANGE ELECTRIC & PERFORMAN	SERVICES	\$401.75
TELSPAN	SERVICES	\$17.03
U.S. CELLULAR	COMMUNICATION	\$572.59
U.S. POST OFFICE	POSTAGE	\$454.01
UMB BANK NA	BOND FEE	\$250.00
RICHARD WHEAT	DEPOSIT REFUND	\$150.00
WILD BLUE	COMMUNICATION	\$175.00
WINDSTREAM	COMMUNICATION	\$388.17

TOTAL ACCOUNTS PAYABLE \$293,653.97

TOTAL PAYROLL \$27,038.74

TOTAL PAID \$320,692.71

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

Nays: None

Motion Passed

Utility Office Manager Carrie Benda reported Edward Jones stopped in and an update on the office structure.

Board member Kimball inquired about the private water line on Lakeshore Drive and his desire to fix the issue by installing a public water main.

Board member Kimball motioned to enter into closed session at 6:57 p.m. and O'Hair seconded the motion. Close session is pursuant to chapter 21.5.1.i to evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session. Roll call of the vote was:

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

Nays: None

Motion Passed

Board member Bishop motioned to exit the closed session at 7:10 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 increase the Water Superintendent's pay by 3% effective July 1, 2021 and Kimball seconded the motion.

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

Nays: None

Motion Passed

There being no further business to discuss, board member Bishop motioned and Kimball seconded adjournment at 7:15 p.m.

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

Nays: None

Motion Passed


Alisha Kale, Chairman

Attest:



Carrie Benda, Utility Office Manager

Approved by Osceola Water Board of Trustees on August 5, 2021.

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