

OSCEOLA WATER BOARD
April 7, 2022

The Osceola Water Board met for the regularly scheduled meeting on Thursday, April 7, 2022 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, James Kimball, Sara O'Hair and Kevin Rivera. Also present were Superintendent Brandon Patterson, Utility Office Manager Carrie Benda, Distribution Foreman Cory Gallup, Mark Lee and others not signed in.

Board member Bishop motioned to move amend the agenda by moving item #4 to after agenda item #8 unless the representative arrives earlier. Board Kimball seconded the motion.

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

Nays: None

Motion Passed

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

Water Superintendent Brandon Patterson opened the discussion regarding amending Rule #7, Water Leak Adjustment of Osceola Water Works Rules and Regulations by reminding the board of discussion from the March 2022 board meeting and desire to adopt the same timeline as the City of Osceola regarding the sewer adjustment policy. After discussion, board member Kimball motioned to leave the rule as is and review each situation as they arrive and Bishop seconded the motion.

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

Nays: None

Motion Passed

Water Superintendent Brandon Patterson introduced the Kading Development that is underway and the discussion of the water infrastructure that is being installed. Mr. Patterson introduced Mr. Lee with Chamberlin Consultant Engineers to the board to present information and get questions answered.

Mr. Patterson gave a history of the meter pit requirement and how it went into effect. Mr. Patterson explained the meter and service line concept and who owns, etc. Mr. Patterson stated that staff are enforcing the rule on all new or replacement services. Mr. Lee stated that Kading Properties requests to install curb boxes. After further discussion, the board took no action on the request and asked to bring the rule back to the May board meeting for clarification and changes if desired. Board member Kimball requested Mr. Lee to bring in the cost of the curb stop installation and meter pit installation for discussion.

Water Superintendent Brandon Patterson opened the discussion regarding utility office staff compensation and vacation payout request. Mr. Patterson requested that the board compensate the Utility Office Manager, Carrie Benda at her regular hourly rate of pay for all approved hours over 40 hours until fully staffed. Mr. Patterson also discussed the vacation carry over versus payout. After discussion, board member Kimball motioned to pay Utility Office Manager Carrie Benda for her unused vacation and pay for all approved weekly hours over 40 hours at the regular hourly rate until fully staffed and Bishop seconded the motion.

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

Nays: None

Motion Passed

Water Superintendent Brandon Patterson opened the discussion regarding agreement with legal counsel for Osceola Water Works. Mr. Patterson stated that there has been no further discussion

with legal counsel Alan Ostergren since the legal guidance was obtained in March. After discussion, board member Kimball motioned to pay Mr. Ostergren for services to date and sever relationship at this time. Board member O’Hair seconded the motion. Roll call of the vote was:

Ayes: Rivera, O’Hair, Kimball, Bishop, Kale
 Nays: None
 Motion Passed

Utility Office Manager Carrie Benda opened the discussion regarding the budget amendment for FY 2021-2022 by going through the line items and holding discussion. After discussion, board member Bishop motioned to approve the budget amendment as presented and authorized submitting to City Hall for Council approval and Kimball seconded the motion. Roll call of the vote was:

Ayes: Rivera, O’Hair, Kimball, Bishop, Kale
 Nays: None
 Motion Passed

Resolution 2022-09

Water Superintendent Report: Brandon Patterson shared with the board the carbon installation had been completed at the water treatment plant and a medical emergency. Mr. Patterson continued by giving an update on the fire on the square, reported on the fence project completion at the water tower, discussion regarding the consumer confidence reporting and IA DNR permit requirements. Continuing on, Mr. Patterson discussed a paper billing instead of post card due to mailing issues and reported on a meeting with the City Administrator regarding the project funding and penalty revenue. Mr. Patterson completed his report by giving an update on the Clarke County Reservoir project.

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 \$24,299.69 on all utility services, YTD Budget Report, minutes from the meeting held on March 3, 2022 as well as the following Bills and Claims:

AFLAC	PAYROLL	\$244.34
AGSOURCE LABORATORIES	LAB TESTING	\$107.50
HAROLD & BETTY ALLEN	REFUND	\$22.08
ALLIANT ENERGY	UTILITY	\$15,339.43
OLIVIA ARNOLD	DEPOSIT REFUND	\$135.19
BADGER METER	SERVICES	\$575.63
VICTORIA BETTES	DEPOSIT REFUND	\$150.62
BLUE TARP FINANCIAL, INC.	SERVICES	\$851.33
BOB’S CUSTOM TROPHIES, INC.	SERVICES	\$14.95
ALYSSA BRYAN	DEPOSIT REFUND	\$150.00
CARD MEMBER SERVICE	SERVICES	\$402.22
CASEY’S GENERAL STORES	FUEL	\$393.97
CENTERPOINT ENERGY SERVICES	NATURAL GAS	\$2,654.98
CHEM-SULT INC.	CHEMICALS	\$39,675.25
CINTAS FIRST AID & SAFETY	SERVICES	\$95.89
CITY OF OSCEOLA	MONTHLY COLLECTONS	\$214,801.91
CITY OF OSCEOLA – FLEX	PAYROLL	\$20.84
CITY OF OSCEOLA – HEALTH	PAYROLL	\$8,345.88
MISTY CLAYBAKER	DEPOSIT REFUND	\$150.00
COMMUNICATIONS SOLUTIONS	SERVICES	\$2,010.00
JOHN & KARI CONNER	DEPOSIT REFUND	\$70.98
CRESTON PUBLISHING COMP	PUBLICATION	\$540.09
ZELTZIN ITZEL CRUZ	DEPOSIT REFUND	\$150.00
D & D PEST CONTROL	SERVICES	\$90.00
TRAVIS DEGARD	DEPOSIT REFUND	\$150.95
DENNEY CONSTRUCTION	SERVICES	\$25,759.88
DR. REV AL ADAMS	REFUND	\$50.28
FAREWAY STORES	SERVICES	\$10.47
FRIDAY INS AGENCY	INSURANCE	\$64,354.00
GILBERTS TRUE VALUE	SERVICES	\$114.64
GRAINGER	SERVICES	\$727.53
HACH	LAB TESTING	\$4,195.43
HAWKINS	CHEMICALS	\$2,425.00

ELIZABETH HEADRICK	DEPOSIT REFUND	\$162.11
HIGHWAY LUMBER	SERVICES	\$55.84
BI HMUIFU	DEPOSIT REFUND	\$150.00
NANCY HOPKINS	REFUND	\$6.39
IA DEPT OF HUMAN SERVICES	PAYROLL	\$1,263.05
IA DEPT OF NATURAL RESOURCES	PERMIT	\$100.00
INTERNAL REVENUE SERVICES	PAYROLL	\$10,647.36
INTERSTATE POWER SYSTEMS	SERVICES	\$1,961.39
IOWA DEPT OF REVENUE	STATE TAXES	\$1,594.00
IOWA DEPT OF REVEUNE	SALES TAX	\$6,475.00
IPERS	PAYROLL	\$5,143.17
PATRICIA JONES	REFUND	\$50.28
HAU LIAN KHUP	DEPOSIT REFUND	\$150.00
TIFFANY MCBRIDE	DEPOSIT REFUND	\$150.65
MELLEN & ASSOCIATES, INC.	SERVICES	\$6,066.55
MENARDS – CLIVE	SERVICES	\$443.99
MET LIFE	DENTAL INSURANCE	\$407.55
METERING & TECHNOLOGY	SERVICES	\$415.87
MIDWEST OFFICE TECHNOLOGY	SERVICES	\$82.49
MUTUAL OF OMAHA	LIFE INSURANCE	\$44.78
O'REILLY AUTO PARTS	SERVICES	\$57.52
MICHAEL OBERMEIER	DEPOSIT REFUND	\$85.74
ONSITE SERVICE SOLUTIONS, LLC	SERVICES	\$1,496.25
OSCEOLA FARM & HOME	SERVICES	\$313.74
OSCEOLA WATER WORKS	DEPOSIT APPLICATION	\$518.11
JOYCE PEETS	DEPOSIT REFUND	\$150.00
RANDY PHILLIPS	DEPOSIT REFUND	\$150.00
R & R CHRISTO CONSTRUCTION	DEPOSIT REFUND	\$150.00
CAMRYN REECE	DEPOSIT REFUND	\$157.26
RIKITA LLC	CREDIT REFUND	\$39.18
RONALD RUMLEY	DEPOSIT REFUND	\$200.28
SAM, LLC	SERVICES	\$2,400.00
SHAZAM	FEES	\$50.00
SOLUTIONS	SERVICES	\$80.00
STATE HYGENIC LABORATORY	LAB TESTING	\$402.00
DAMON STUBBE	DEPOSIT REFUND	\$39.98
SUPERIOR CONSTRUCTION	SERVICES	\$1,146.83
DAMIAN TAYLOR	DEPOSIT REFUND	\$150.00
U.S. CELLULAR	COMMUNICATION	\$576.57
U.S. POST OFFICE	POSTAGE	\$727.60
USA BLUE BOOK	SERVICES	\$132.12
VEENSTRA & KIMM, INC.	SERVICES	\$3,360.00
WILD BLUE	INTERNET SERVICES	\$350.00
WINDSTREAM	COMMUNICATION	\$385.43

TOTAL ACCOUNTS PAYABLE \$432,170.34

TOTAL PAYROLL \$30,468.73

TOTAL PAID \$463,639.07

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

Nays: None

Motion Passed

Utility Office Manager Carrie Benda reported on the increase for online and in office debit/credit card payment fee from 2.65% to 2.95% to be effective on April 28, 2022 and also reported the continued work on the Front Desk option with GWorks.

Board member Kimball wanted to inquire on the HomeServe Insurance and if SIRWA was paying the cost of water.

Board member Kale wanted to thank staff for the last month and discussion on the board stepping in to provide segregation of duties.

There being no further business to discuss, board member Bishop motioned and Kimball seconded adjournment at 7:45 p.m.

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

Nays: None

Motion Passed



Alisha Kale, Chairman

Attest:



Carrie Benda, Utility Office Manager

Approved by the Osceola Water Board of Trustees on May 5, 2022.

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