

OSCEOLA WATER BOARD

June 2, 2022

The Osceola Water Board met for the regularly scheduled meeting on Thursday, June 2, 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 Billing Director Carrie Benda and others not signed in.

Board member Bishop motioned to approve the agenda as presented and board member 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.

Utility Billing Director Carrie Benda opened the discussion regarding water portion write off to bad debt by presenting accounts that are within the timeframe to be moved from active to bad debt and deposits that are to be applied. After discussion, board member Bishop motioned to approve the movement of the utility accounts aged of five years or more to bad debt after customer deposits are applied and O'Hair seconded the motion.

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

Nays: None

Motion Passed

Utility Billing Director Carrie Benda opened the discussion regarding the transfer of funds from operating to sinking funds by presenting the amount for the upcoming amount. After discussion, board member Bishop motioned to approve the resolution authorizing transfer of \$22,676.04/month from operating to sinking fund and Kimball seconded the motion. Roll call of the vote was:

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

Nays: None

Motion Passed

Resolution 2022-10

Water Superintendent Brandon Patterson opened the discussion regarding employee evaluations and compensation for FY 2022-2023 by stating all evaluations have been completed. Mr. Patterson presented employee compensation increases based off of evaluation results. Mr. Patterson asked for approval on the part-time seasonal employee rate and office staff after probationary period. After discussion, board member Bishop motioned to approve the employee evaluation increase as presented of 2.5% per evaluation results and increase from \$14 to \$15 for seasonal part-time employee. Board member Kimball seconded the motion.

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

Nays: None

Motion Passed

Water Superintendent Report: Brandon Patterson shared with the board an add for the employee vacancy in the office, meter audit and corrections to customer accounts, center tower repairs and the budget amendment that was previously passed. Mr. Patterson completed his report by giving an update on upcoming meeting with SIRWA and an update on the Clarke County Reservoir project.

Chairman Kale presented the consent agenda. Board member Bishop 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 \$21,807.39 on all utility services, YTD Budget Report, minutes from the meeting held on May 5, 2022 as well as the following Bills and Claims:

AFLAC	PAYROLL	\$244.34
AGRILAND FS, INC.	SERVICES	\$1,782.81
AGSOURCE LABORATORIES	LAB TESTING	\$54.25
BADGER METER	SERVICES	\$137.64
CARD MEMBER SERVICE	TRAINING	\$466.04
CASEY'S GENERAL STORES	FUEL	\$385.82
CENTERPOINT ENERGY SERVICES, I	NATURAL GAS	\$2,064.54
CENTRAL IOWA FASTENERS	SUPPLIES	\$99.65
CHEM-SULT INC.	CHEMICALS	\$77,665.13
CITY OF OSCEOLA	MONTHLY COLLECTION FEES	\$191,004.38
CITY OF OSCEOLA – HEALTH	HEALTH INSURANCE	\$9,927.53
CLARKE COUNTY HOSPITAL	SERVICES	\$507.00
COMMUNICATIONS SOLUTIONS OF	SERVOCES	\$5,233.00
CRESTON PUBLISHING COMP	PUBLICATION	\$22.00
D & R FEED, INC.	SERVICES	\$156.50
DENNEY CONSTRUCTION	SERVICES	\$24,696.90
JODAN EARLEY	DEPOSIT REFUND	\$150.37
FAREWAY STORES	SERVICES	\$3.79
FP MAILING SOLUTIONS	SERVICES	\$110.85
FRIDAY INS AGENCY	INSURANCE	\$484.00
FRY ELECTRIC	SERVICES	\$374.50
LESLIE GETTMAN	DEPOSIT REFUND	\$149.52
GILBERT'S TRUE VALUE HOME	SERVICES	\$174.87
HACH COMPANY	LAB TESTING	\$366.40
HAWKINS	CHEMICALS	\$2,435.00
HDR ENGINEERING, ICN.	SERVICES	\$810.00
PATRICIA HECK	DEPOSIT REFUND	\$27.23
IA DEPT OF HUMAN SERVICES	PAYROLL	\$1,010.44
IA DEPT OF NATURAL RESOURCES	SERVICES	\$100.00
IMWCA	WORKMANS COMP	\$6,752.00
INTERNAL REVENUE SERVICE	PAYROLL	\$8,551.75
IOWA DEPT OF REVENUE	STATE TAXES	\$1,394.00
IOWA DEPT OF REVENUE – SALES	WATER EXCISE TAX	\$5,634.24
IOWA FIRE EQUIPMENT COMPANY	SERVICES	\$433.83
IOWA ONE CALL	SERVICES	\$46.80
IPERS	PAYROLL	\$5,775.76
JENSEN PROMOTIONS, LLC	CLOTHING	\$288.00
GALEN KRIEGER	DEPOSIT REFUND	\$141.69
MET LIFE	DENTAL INSURANCE	\$419.40
METERING & TECHNOLOGY SOL	SERVICES	\$47.66
MIDWEST OFFICE TECHNOLOGY	SERVICES	\$124.98
MUNICIPAL SUPPLY INC.	SUPPLIES	\$2,699.15
MUTUAL OF OMAHA	LIFE INSURANCE	\$69.30
OSCEOLA WATER WORKS	APPLY DEPOSITS	\$2,439.52
SCHILDBERG CONSTRUCTION CO	SERVICES	\$435.75
SHAZAM	SERVICES	\$25.00
CAROL & JAMES SNYDER	DEPOSIT REFUND	\$8.05
SOLUTIONS	SERVICES	\$140.75
STATE HYGENIC LAB	LAB TESTING	\$531.50
U.S. CELLULAR	COMMUNICATION	\$699.77
U.S. POST OFFICE	POSTAGE	\$620.80
UMB BANK NA	BOND PAYMENT	\$212,606.25
USA BLUEBOOK	SERVICES	\$592.25
VEENSTRA & KIMM, INC.	SERVICES	\$5,237.00
WILD BLUE	COMMUNICATION	\$175.00
WINDSTREAM	COMMUNICATION	\$383.24

TOTAL ACCOUNTS PAYABLE \$577,175.92

TOTAL PAYROLL \$25,785.34

TOTAL PAID \$602,961.26

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

Nays: None

Motion Passed

Utility Billing Director, Carrie Benda updated the board on the Utility Office Associate training progress, discussion on Front Desk software, paper billing and separation of the budget. Mrs. Benda completed the report by stating that she was approached by Osceola Foods for wire transferred funds.

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 the board for continuing business in her absence last month and funeral flowers.

Board member Rivera wanted to inquire as to the solution for the water plant flooring project.

Board member Bishop motioned to go into closed session pursuant to Code of Iowa section 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. Board member O'Hair seconded the motion at 6:20 p.m. Roll call of the vote was:

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

Nays: None

Motion Passed

Board member Bishop motioned to exit closed session at 6:50 p.m. and board member Kimball seconded the motion. Roll call of the vote was:

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

Nays: None

Motion Passed

Board member Bishop motioned to increase Water Superintendent's pay 3% to be effective on 7-1-2022 and Kimball seconded the motion.

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

Nays: None

Motion Passed

There being no further business to discuss, board member Bishop motioned and Kimball seconded adjournment at 6:53 p.m.

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

Nays: None

Motion Passed



Alisha Kale, Chairman

Attest:



Carrie Benda, Utility Billing Director

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Approved by the Osceola Water Board of Trustees on July 7, 2022.

