

OSCEOLA WATER BOARD

November 3, 2022

The Osceola Water Board met for the regularly scheduled meeting on Thursday, November 3, 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: Sara O'Hair, Kevin Rivera, Larry Bishop, Jim Kimball. Also present were Superintendent Brandon Patterson, Utility Business Manager Patti Snyder, Water Distribution Foreman Cory Gallup, Carli Hand, Carrie Woerdeman.

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

Carli Hand was present to discuss water service to her property on Osceola Street.

Water Superintendent Brandon Patterson opened the discussion regarding the meter pit requirement along Wildflower Drive in the Vesta Village project by reminding the board that Carrie Woerdeman, on behalf of Kading Properties requested to be on the agenda. This item is on the agenda from October's meeting. Ms. Woerdeman presented her concern regarding meter pits and a tenant accident that occurred. After discussion, the board decided to follow the meter pit requirement and directed staff to repair any damaged meter pits.

Water Superintendent Brandon Patterson opened the discussion regarding a water rate increase. Mr. Patterson stated that based off the results of the rate study, a rate adjustment was likely needed to cover operations and future capital projects. Mr. Patterson presented some rate adjustment options to the board and recommended a water rate increase. The board was presented information from staff regarding actual expense amounts and information of utility bills. Discussion was held regarding the information.

Board Member Bishop motioned to open the Public Hearing regarding the FY 2023 water rates at 6:12pm and Kimball seconded the motion. Roll call of the vote was:

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

Nays: None

Motion passed

Water Superintendent Brandon Patterson updated the board that no written or oral comments had been received.

There being no further comments, Board member Kimball motioned to go out of public hearing at 6:55pm and Bishop seconded the motion. Roll call of the vote was:

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

Nays: None

Motion Passed

Board member Kimball motioned to approve the following water rates to be effective January 1, 2023.

Residential \$9.72/thousand

Commercial (0-50,000 gallons) \$9.45/thousand

(over 50,000 gallons) \$7.70/thousand

Industrial \$6.12/thousand

Bulk \$12.61/thousand

Board member O'Hair seconded the motion. Roll call of the vote was:

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

Nays: None

Motion Passed

**Resolution 2022-20**

Water Superintendent Brandon Patterson opened the discussion regarding water utility account at 411 Kelly Lane by presenting a letter from customer requesting a review and reduction of the reconnect fees based upon customers' payment history. After discussion, board member Kimball moved and Bishop seconded the motion to issue a one-time only credit to the customer's account.

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

Nays: None

Motion Passed

Water Superintendent Brandon Patterson opened the discussion regarding agreement with FORTE for automated payment processing for water works customers. After discussion, board member Bishop motioned and Kimball seconded the motion to enter into a contract with FORTE with all associated fees paid by customers. Roll call of the vote was:

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

Nays: None

Motion Passed

**Agreement 2022-21**

Water Superintendent Brandon Patterson opened the discussion regarding amending the Osceola Water Works Employee Manual, Section 4.3 Vacation. After discussion, board member Kimball motioned and Bishop seconded to make the amendment to the Employee Handbook. Roll call of the vote was:

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

Nays: None

Motion Passed

**Resolution 2022-22**

Water Superintendent Brandon Patterson opened the discussion regarding amending the Osceola Water Works Employee Manual, Section 4.4 Sick Leave. After discussion, board member Bishop motioned and Kimball seconded to make the amendment to the Employee Handbook. Roll call of the vote was:

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

Nays: None

Motion Passed

**Resolution 2022-23**

Board Chair Alisha Kale & Water Superintendent Brandon Patterson stated that they wished to table the building sign agenda item until the December, 2022 Osceola Water Works board meeting.

Water Superintendent Brandon Patterson opened the discussion regarding the Osceola Water Works Conservation Plan by stating based off of the current lake levels he would like to recommend modifications to Section 2 of the Water Conservation Ordinance. Board member Bishop motioned and Kimball seconded the motion to modify section 2 of the Water Conservation Ordinance. Roll call of the vote was:

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

Nays: None  
 Motion Passed  
**Resolution 2022-25**

Water Superintendent Brandon Patterson opened the discussion regarding the Osceola Water Works Conservation Plan by stating that based off of the current lake levels he would like to recommend to implement the next phase of the Water Conservation Ordinance, Section 2: "Water Warning – Restrictions". Board member Bishop motioned and Kimball seconded the motion to implement Section 2 – Water Warning-Restrictions of the Water Conservation Ordinance. Roll call of the vote was:

Ayes: Rivera, O’Hair, Kale, Kimball, Bishop  
 Nays: None  
 Motion Passed  
**Resolution 2022-26**

Water Superintendent Report: Brandon Patterson shared with the board main breaks that were repaired by Water Works staff, valve exercises and staffing.

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 \$16,600.80 on all utility services, YTD Budget Report, minutes from the meeting held on October 13, 2022 as well as the following Bills and Claims:

AFLAC	PAYROLL	\$232.32
ALLIANT ENERGY	UTILITY	\$8,909.67
BADGER METER	SERVICES	\$138.30
BOB’S AUTO SUPPLY	EQUIPMENT MAINT	\$27.14
CAMPBELL SUPPLY	EQUIPMENT MAINT	\$252.80
CARD MEMBER SERVICE	SERVICES	\$1,297.73
CASEY’S GENERAL STORES	FUEL	\$1,009.96
CENTERPOINT ENERGY SERVICES	NATURAL GAS	\$110.79
CHEM-SULT INC.	CHEMICALS	\$30,398.28
CITY OF OSCEOLA	MONTHLY COLLECTIONS	\$232,777.09
CITY OF OSCEOLA – HEALTH	HEALTH INSURANCE	\$1,228.84
CLARKE COUNTY SHERIFF	GARNISHMENT	\$170.21
CRESTON PUBLISHING COMP	SERVICES	\$370.55
DELEON, DANNY HERNANDEZ	DEOSIT REFUND	\$135.65
DENNEY CONSTRUCTION	SERVICES	\$3,049.55
DES MOINES WATER WORKS	LAB SERVICES	\$16.05
GILBERTS TRUE VALUE	SERVICES	\$49.03
GILMORE, MAX	SERVICE LINE INSTALL	\$500.00
GWORKS	COMPUTER SOFTWARE	\$13,558.00
HACH COMPANY	LAB TESTING	\$504.98
HAWKINS	CHEMICALS	\$1,753.00
HIGHWAY LUMBER	SERVICES	\$300.00
IA DEPT OF HUMAN SERVICES	PAYROLL	\$757.83
IA DEPT OF NATURAL RESOURCES	PERMIT	\$115.00
INTERNAL REVENUE SERVICE	PAYROLL	\$7,257.11
IOWA DEPT OF REVENUE	STATE TAXES	\$1,611.00
IOWA ONE CALL	SERVICES	\$168.70
IOWA RURAL WATER ASSOCIATION	MEMBERSHIP	375.00
IPERS	PAYROLL	\$6,708.00
MENARDS	SUPPLIES	\$219.80
MET LIFE	DENTAL INSURANCE	\$877.81
MUNICIPAL SUPPLY INC.	SERVICES	\$3,841.08
MUTUAL OF OMAHA	LIFE INSURANCE	\$63.17
OSCEOLA FARM & HOME	SUPPLIES	\$819.63
PALINTEST LIMITED	LAB TESTING	\$483.98
REYNOLDSON & VANWERDEN LLP	LEGAL	\$351.00
RODRIGUEZ, ARNOLD JR	DEPOSIT REFUND	\$88.65
SHAZAM	MONTHLY FEE	\$25.00
SOLUTIONS	SERVICES	\$298.13

STOREY KENWORTHY	CLOTHING	\$578.94
U.S. POST OFFICE	POSTAGE	\$688.16
UMB BANK NA	BOND PAYMENT	\$56,306.25
WILD BLUE	COMMUNICATION	\$175.00
WINDSTREAM	COMMUNICATION	\$317.49

TOTAL ACCOUNTS PAYABLE \$378,916.67

TOTAL PAYROLL \$21,887.45

TOTAL PAID \$400,804.12

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

Utility Business Manager, Patti Snyder updated the board on office projects and reporting.

There being no further business to discuss, board member Bishop motioned and Kimball seconded adjournment at 7:42 p.m.

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

\_\_\_\_\_  
 Alisha Kale, Chairman

Attest:

\_\_\_\_\_  
 Patti Snyder, Utility Business Manager

Published in the Osceola Sentinel Tribune on December 1, 2022 for a cost of \$ \_\_\_\_.

Approved by the Osceola Water Board of Trustees on Thursday, December 1, 2022.

Water Superintendent Brandon Patterson opened the discussion regarding the Osceola Water Works Conservation Plan by stating that based off of the current lake levels he would like to recommend to implement the next phase of the Water Conservation Ordinance, Section 2: "Water Warning – Restrictions". Board member Bishop motioned and Kimball seconded the motion to implement Section 2 – Water Warning-Restrictions of the Water Conservation Ordinance. Roll call of the vote was:

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

Nays: None

Motion Passed

**Resolution 2022-26**

Water Superintendent Report: Brandon Patterson shared with the board main breaks that were repaired by Water Works staff, valve exercises and staffing.

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 \$16,600.80 on all utility services, YTD Budget Report, minutes from the meeting held on October 13, 2022 as well as the following Bills and Claims:

AFLAC	PAYROLL	\$232.32
ALLIANT ENERGY	UTILITY	\$8,909.67
BADGER METER	SERVICES	\$138.30
BOB’S AUTO SUPPLY	EQUIPMENT MAINT	\$27.14
CAMPBELL SUPPLY	EQUIPMENT MAINT	\$252.80
CARD MEMBER SERVICE	SERVICES	\$1,297.73
CASEY’S GENERAL STORES	FUEL	\$1,009.96
CENTERPOINT ENERGY SERVICES	NATURAL GAS	\$110.79
CHEM-SULT INC.	CHEMICALS	\$30,398.28
CITY OF OSCEOLA	MONTHLY COLLECTIONS	\$232,777.09
CITY OF OSCEOLA – HEALTH	HEALTH INSURANCE	\$1,228.84
CLARKE COUNTY SHERIFF	GARNISHMENT	\$170.21
CRESTON PUBLISHING COMP	SERVICES	\$370.55
DELEON, DANNY HERNANDEZ	DEOSIT REFUND	\$135.65
DENNEY CONSTRUCTION	SERVICES	\$3,049.55
DES MOINES WATER WORKS	LAB SERVICES	\$16.05
GILBERTS TRUE VALUE	SERVICES	\$49.03
GILMORE, MAX	SERVICE LINE INSTALL	\$500.00
GWORKS	COMPUTER SOFTWARE	\$13,558.00
HACH COMPANY	LAB TESTING	\$504.98
HAWKINS	CHEMICALS	\$1,753.00
HIGHWAY LUMBER	SERVICES	\$300.00
IA DEPT OF HUMAN SERVICES	PAYROLL	\$757.83
IA DEPT OF NATURAL RESOURCES	PERMIT	\$115.00
INTERNAL REVENUE SERVICE	PAYROLL	\$7,257.11
IOWA DEPT OF REVENUE	STATE TAXES	\$1,611.00
IOWA ONE CALL	SERVICES	\$168.70
IOWA RURAL WATER ASSOCIATION	MEMBERSHIP	375.00
IPERS	PAYROLL	\$6,708.00
MENARDS	SUPPLIES	\$219.80
MET LIFE	DENTAL INSURANCE	\$877.81
MUNICIPAL SUPPLY INC.	SERVICES	\$3,841.08
MUTUAL OF OMAHA	LIFE INSURANCE	\$63.17
OSCEOLA FARM & HOME	SUPPLIES	\$819.63
PALINTEST LIMITED	LAB TESTING	\$483.98
REYNOLDSON & VANWERDEN LLP	LEGAL	\$351.00
RODRIGUEZ, ARNOLD JR	DEPOSIT REFUND	\$88.65
SHAZAM	MONTHLY FEE	\$25.00
SOLUTIONS	SERVICES	\$298.13
STOREY KENWORTHY	CLOTHING	\$578.94
U.S. POST OFFICE	POSTAGE	\$688.16
UMB BANK NA	BOND PAYMENT	\$56,306.25
WILD BLUE	COMMUNICATION	\$175.00
WINDSTREAM	COMMUNICATION	\$317.49

TOTAL ACCOUNTS PAYABLE \$378,916.67

TOTAL PAYROLL \$21,887.45

TOTAL PAID \$400,804.12

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

Utility Business Manager, Patti Snyder updated the board on office projects and reporting.

There being no further business to discuss, board member Bishop motioned and Kimball seconded adjournment at 7:42 p.m.

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

  
Alisha Kale, Chairman

Attest:

  
Patti Snyder, Utility Business Manager

Published December 1, 2022 Osceola Sentinel

for the cost of \$181.69.