

OSCEOLA WATER BOARD
MAY 4, 2023
APPROVED

The Osceola Water Board met for the regularly scheduled meeting on Thursday, May 4, 2023. This being the time and place as legally posted, the meeting was called to order at 5:30 P.M. by Chairperson Alisha Kale, with the following Board Members present: Sara O'Hair, Larry Bishop, and Jim Kimball. Board member Kevin Rivera was absent. Also present were Superintendent Brandon Patterson, Utility Business Director Patti Snyder, Mayor Thomas Kedley, City Administrator Ty Wheeler and Randy Johnson of Veenstra & Kimm, Inc.

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

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

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

Water Superintendent Brandon Patterson opened the discussion regarding the Intake Status of West Lake, Lake Levels and the Water Conservation Plan. More work is to be done on the Intakes and further reporting next month. The water level in West Lake is currently at an elevation of 1069.83 feet above Mean Sea Level ("MSL"). After discussion regarding the Lake Level and the current Water Conservation Measures, board member Bishop made a motion and Kimball seconded to approve a Resolution to Exit Section 2: Water Warning – Restrictions. Roll call of the vote was:

Ayes: Bishop, O'Hair, Kimball, Kale
Nays: None
Absent: Rivera
Motion Passed
Resolution: 2023-09

After further discussion regarding the Lake Level and the current Water Conservation Measures, board member Kimball made a motion and Bishop seconded to approve a Resolution to Enter into Section 1: Water Watch – Voluntary Conservation Measures. Roll call of the vote was:

Ayes: O'Hair, Kimball, Bishop and Kale
Nays: None
Absent: Rivera
Motion Passed
Resolution: 2023-10

Water Superintendent Brandon Patterson opened the discussion regarding a letter received from Osceola Parks and Recreation, Dan Cooper, regarding the opening of the Fern Underwood Aquatic Center. After discussion, board member Kimball made a motion and board member Bishop seconded the motion to proceed and fill the pool at the Fern Underwood Aquatic Center for opening in June.

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

Water Superintendent Brandon Patterson opened the discussion regarding a Contract with Maguire Iron, Inc. for installation of an interior ladder for a cost of \$7,300.00 in the Center Water

Tower. After discussion, board member Bishop motioned to approve and Kimball seconded the motion to approve and authorize payment of the Contract with Maguire Iron, Inc. after the work is completed and passes inspection.

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

Water Superintendent Brandon Patterson opened the discussion regarding the North Main St. Water Extension project. Randy Johnson from Veenstra & Kimm, Inc. was in attendance to explain the plans and drawings provided for the project. The North Main Water Extension project was not part of the planning of FY 2023-2024 Budget, of which has been approved and submitted. No motions were made regarding this project with more discussion at a later date.

Water Superintendent Brandon Patterson opened the discussion regarding setting a public hearing for a water rate increase. Mr. Patterson stated that based off the results of the rate study and due to rising water production costs, 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 holding a public hearing at the June, 1, 2023 board meeting to discuss a possible a water rate increase. The board requested information from staff regarding expenses and information of utility bills to review in preparation of the public hearing. After discussion, board member Kimball motioned to approve the resolution to set a public hearing at the June 1, 2023 board meeting regarding water rate increase and Bishop seconded the motion. Roll call of the vote was:

Ayes: Bishop, O'Hair, Kimball, Kale
Nays: None
Absent: Rivera
Motion Passed
Resolution: 2023-11

Water Superintendent Brandon Patterson opened the discussion regarding an Amendment to Osceola Water Works Rules and Regulations, Rule 1: Initiating Service and Service Rules, Application Process: Paragraph B. Board member Bishop motioned to approve and board member O'Hair seconded the motion.

Ayes: Bishop, Kimball, O'Hair, Kale
Nays: None
Absent: Rivera
Motion Passed
Resolution: 2023-12

Water Superintendent Brandon Patterson opened the discussion regarding an Amendment to Osceola Water Works Employee Manual, Section 3.12 Vehicle Operations, Item 7, Seatbelt/Restraint Policy at the recommendation of IMWCA. After discussion, board member Bishop motioned and board member O'Hair seconded the motion to Amend Employee Manual Section 3.12 Vehicle Operations, Item 7. Roll call of the vote was:

Ayes: Bishop, Kimball, O'Hair, Kale
Nays: None
Absent: Rivera
Motion Passed
Resolution: 2023-13

Water Superintendent Brandon Patterson opened the discussion regarding an Amendment to Osceola Water Works Employee Manual Section 4.6 Funeral Leave. After discussion, board

member Bishop motioned to adopt the changes to Employee Manual Section 4.6, board member Kimball seconded the motion. Roll call of the vote was:

Ayes: Kimball, Bishop, O’Hair, Kale

Nays: None

Absent: Rivera

Motion Passed

Resolution: 2023-14

Water Superintendent Report: Water Superintendent Brandon Patterson asked Randy Johnson of Veenstra & Kimm, Inc. to discuss the Lead Service Compliance requirements due October, 2024, as well as discuss future infrastructure projects and funding options with further discussion to be had. The 2022 Water Quality Report has been published. The DOT is working on a watermain relocation project that will be at no cost to Osceola Water Works. CCRC met with Congressman Zach Nunn. Osceola Water Works received a grant from Osceola Chamber Mainstreet for the purchase and installation of a building sign. Hail damages received at the Water Treatment plant have been submitted to EMC and are in process.

Board member Kevin Rivera has resigned from the Osceola Water Board, effective May 4, 2023.

Board Chairperson Kale presented the consent agenda. Board member Bishop motioned and Kimball seconded the motion to approve the consent agenda as presented. The consent agenda included minutes from the regular board meeting held on April 6, 2023, Aging Report, YTD Revenue & Expenses, and the following Bills and Claims:

ADVANTAGE GROUP	PAYROLL	\$1,878.28
AGSOURCE LABORATORIES	LAB TESTING	\$87.00
ALLIANT ENERGY	UTILITY	\$27.45
BADGER METER	METERING SERVICES	\$139.72
BOB’S AUTO SUPPLY	REPAIRS	\$100.87
CARBON CENTRAL, LLC	SERVICES	\$138,491.00
CARD MEMBER SERVICE	SERVICES	\$3,615.07
CASEY’S GENERAL STORES	FUEL	\$596.54
CENTERPOINT ENERGY SERVICES	NATURAL GAS	\$2,025.26
CENTRAL IOWA FASTENERS	SERVICES	\$518.54
CHEM-SULT INC.	CHEMICALS	\$36,234.54
CITY OF OSCEOLA	MONTHLY COLLECTIONS	\$205,292.75
CITY OF OSCEOLA – HEALTH	HEALTH INSURANCE	\$17,716.25
CLARKE COUNTY HOSPITAL	SERVICES	\$185.00
CLARKE COUNTY SHERIFF	SERVICES	\$710.56
CORE & MAIN LP	MAIN BREAK REPAIRS	\$1,064.48
CRESTON PUBLISHING	PUBLICATIONS	\$265.71
D & D PEST CONTROL	SERVICES	\$45.00
DENNEY CONSTRUCTION	SERVICES	\$278.20
DSM HOIST, INC.	SERVICES	\$2,347.44
ELECTRIP PUMP	REPAIRS	\$1,051.97
FAREWAY	SERVICES	\$16.47
CGS FORTE PAYMENTS, INC.	SERVICES	\$304.25
GWORKS	SOFTWARE	\$238.50
GILBERTS TRUE VALUE	SERVICES	\$576.47
HAWKINS	SERVICES	\$3,491.00
HIGHWAY LUMBER	SERVICES	\$94.44
IA DEPT OF HUMAN SERVICES	PAYROLL	\$1,263.05
IDEAL READY MIX CO	SERVICES	\$832.65
INTERNAL REVENUE SERVICE	PAYROLL	\$10,513.85
IOWA DEPT OF REVENUE	PAYROLL	\$2,503.59
IOWA DEPT OF REVENUE	STATE TAXES	\$6,616.85
IOWA FIRE EQUIPMENT COMPANY	SERVICES	\$306.50
IOWA ONE CALL	SERVICES	\$74.00
IPERS	PAYROLL	\$6,011.53
JP AUTO	REPAIRS	\$15.98
KD TIRES, LLC	SERVICES	\$20.00
LIQUID ENGINEERING CORP	SERVICES	\$3,700.00
MENARDS	MINOR TOOLS	\$136.31
MET LIFE	DENTAL INSURANCE	\$1,324.17
METERING & TECHNOLOGY SOL	METER PIT/SERVICE LINE	\$31,058.69
MIDWEST OFFICE TECHNOLOGY	OFFICE OPERATIONS	\$371.32

MUNICIPAL SUPPLY INC.	MAIN BREAK REPAIRS	\$8,313.78
MUTUAL OF OMAHA	LIFE INSURANCE	\$97.05
ONSITE SERVICE SOLUTIONS, LLC	SERVICES	\$507.00
O'REILLY AUTO PARTS	SERVICES	\$20.48
OSCEOLA FARM & HOME	SUPPLIES	\$457.70
OSCEOLA SENTINEL TRIBUNE	SERVICES	\$51.00
OSCEOLA WATER WORKS	CONTRIBUTION	\$156.40
REYNOLDS & VANWERDEN LLP	SERVICES	\$180.00
SCHILDBERG CONSTRUCTION CO	SERVICES	\$425.88
SHAZAM	MONTHLY FEE	\$25.00
SOLUTIONS	OFFICE OPERATIONS	\$3,400.78
SPOKE COMMUNICATIONS LLC	COMMUNICATIONS	\$350.00
STAR EQUIPMENT, LTD	SERVICES	\$256.43
STATE HYGENIC LABORATORY	LAB TESTING	\$260.00
US CELLULAR	TELEPHONE	\$655.52
UMB BANK NA	PRINCIPAL & INTEREST	\$216,056.25
USA BLUE BOOK	SERVICES	\$409.04
VEENSTRA & KIMM, INC.	ENGINEERING SVCS	\$3,809.34
WILD BLUE	COMMUNICATION	\$175.00
WINDSTREAM	COMMUNICATION	\$390.97
TOTAL ACCOUNTS PAYABLE		\$718,138.87
DANNY DONAHUE	UTILITY REFUND	\$69.12
YUSMILA GONGORA	UTILITY REFUND	\$16.13
SAMANTHA HOBBS	UTILITY REFUND	\$78.94
DILLON D IMHOFF	UTILITY REFUND	\$133.22
ALBERTO LEYVA MAYO	UTILITY REFUND	\$54.92
JERSAI HERNANDEZ REYES	UTILITY REFUND	\$49.69
TERI TOWNSEND	UTILITY REFUND	\$70.15
CHLOE TULLY	UTILITY REFUND	\$13.83
NAY WAH	UTILITY REFUND	\$134.82
TOTAL REFUNDS		\$620.82
TOTAL PAYROLL		\$32,298.60
TOTAL PAID		\$751,058.29

Roll call of the vote was:

Ayes: Kimball, Bishop, Kale, O'Hair

Nays: None

Absent: Rivera

Motion Passed

Utility Business Director, Patti Snyder updated the board on bank interest rates and account balances, FrontDesk sign-up and number of users. An incorrect Banking/Shazam/ACH Error happened on Tuesday, April 25 2023, all transactions have now been reversed and settled. It was discussed to participate in Meet Your Merchant Night on Tuesday, June 6th, 2023. Following the beginning of FY2023-2024, will move forward with filling (2) open staffing positions.

Board member O'Hair had nothing to report, board member Bishop would like more communication with customers regarding Water Testing. Board member Kimball had nothing to report. Board Chairperson Kale would like more local dissemination when open staffing positions are being filled.

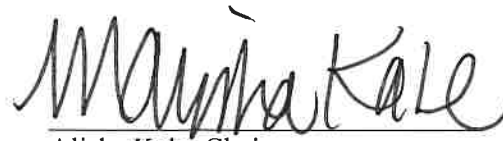
There being no further business to discuss, board member Bishop motioned and Kimball seconded the motion for adjournment at 7:03 p.m. Roll call of the vote was:

Ayes: Bishop, Kimball, Kale, O'Hair

Nays: None

Absent: Rivera

Motion Passed


Alisha Kale, Chairperson

Attest:


Patti Snyder, Utility Business Director

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