OSCEOLA WATER BOARD
DECEMBER 7 , 2023
APPROVED

The Osceola Water Works Board of Trustees met for the regularly scheduled meeting on Thursday, December 7, 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, Sandra Ramos. Jim Kimball, Larry Bishop. Also present were Superintendent Brandon Patterson, Utility Business Director Patti Snyder, Credit & Collections Manager Sierra Selsor, Distribution Foreman Deena Snyder, Randy Johnson of Veenstra & Kimm, Inc., Ed Stoll, Bob Conger of GESAC, Tom West, Lisa Ryan, Laura & Todd Hiatt, Joshua Verwers and others not signed in.

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

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

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

Joshua Verwers was present to address the board regarding the Water bill for 603 N. Main, Osceola, IA. Mr. Verwers presented some information and asked the board to consider a complete mitigation of the Water penalty portion of the residential utility bill related to using more than the 7,000 gallon base allocation per Section 3: Water Emergency – Restrictions of the Water Conservation Ordinance. The motion died to lack of a second.

Laura Hiatt was present to address the board regarding the Water bill for 329 W. Cass, Osceola, I. Ms. Hiatt indicated her usage doubled from last month and that she did receive calls indicating that there could possibly be a leak. Ms. Hiatt stated that they did find a leaking toilet and that the leak has been fixed. She would like the board to consider a payment plan for payment of the bill. Board Member Bishop motioned to set-up a payment plan as discussed, board member Kimball seconded the motion. Motion Passed.

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

Superintendent Brandon Patterson introduced Randy Johnson from Veenstra & Kimm, Inc. to present the first step to file an application for an SRF Planning & Design Loan at 0% interest for a period of 3 years. The due date for filing is January 2, 2024. The application is good for 3 years and if construction is decided upon, this loan can be rolled into the costs associated with the construction loan. After discussion, board member Kimball motioned to approve completion of the SRF loan application and board member Bishop seconded the motion. Motion passed.

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

Utility Business Director Patti Snyder opened the discussion regarding an Agreement with Spoke Communications for communications and public relations services for 2024. After discussion a motion was made by board member Kimball to enter into the agreement with Spoke Communications and board member Bishop seconded the motion. Motion passed.

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

Nays: None
Motion Passed

Utility Business Director Patti Snyder opened the discussion regarding an Agreement with gWorks+Frontdesk. The agreement is to convert the desktop accounting/billing software to a Cloud based system for all of the accounting modules. The license renewal for 2024 has already been paid and there is an additional amount needed to complete this conversion to the Cloud. At this time, it is probable that the desktop support will not expire for a couple years. Ms. Snyder recommended that no action be taken at this time.

Utility Business Director Patti Snyder opened the discussion regarding the Approval of a Resolution for setting the water rates with SIRWA for FY 2023-2024. As per the Contract, following the Fiscal Year End, a reconciliation is done to calculate the production rate of water and for reimbursement of 15.7% of water plant Capital Outlay for the previous fiscal year. The updated production rate of water that will be charged to SIRWA for FY 2023-2024 shall be $3.24/1000 gallons of water. After further discussion, board member Kimball motioned to accept the water rate of $3.24/1000 gallons and board member O'Hair seconded the motion. Motion Passed. Roll Call of the vote was:

Ayes: Kimball, O'Hair, Ramos, Bishop, Kale.
Nayes: None
Motion Passed
Resolution: 2023-30

Utility Business Director Patti Snyder opened the discussion regarding Water Conservation and Customer Billing by presenting a chart comparing Water Usage from July 2022 thru Nov 2022 vs. July 2023 thru Nov 2023. Overall, water has been conserved for the period. Also presented was a chart of Monthly Raw Water relatively indicating less water for the same periods of July – November, 2022 and July – November, 2023. Ms. Snyder updated the board on lost Revenue and additional costs associated with Conservation, education, water plant evaluations, and intake modifications during the drought and the total unbudgeted reduction of cashflow.

Water Superintendent Report: Water Superintendent Brandon Patterson reported on the current West Lake water levels and the daily water withdrawal rate. Mr. Patterson reported that the Divers were able to raise the Lower Intake by 4 ft. Some water treatment challenges with hardness levels are being carefully watched. An update on the timeline for SIRWA's treatment plant being operational was given. The goal is for SIRWA to supply as much water as they can to alleviate as much of their need as possible. Mr. Patterson informed the board that 1 of the Water Treatment Lagoons has been cleaned and the other will be cleaned in the Spring. Mr. Patterson also thanked all staff members for their hard work.

Board member Ramos exited the meeting at 8:01pm.

Board Chairperson Kale presented the consent agenda. Board member Kimball motioned and board member Bishop seconded the motion to approve the consent agenda as presented. The consent agenda included minutes from the regular board meeting held on November 9, 2023, Aging Report, YTD Revenue & Expenses, and the following Bills and Claims:

3M CONTRACTING	DEPOSIT REFUND	$2,300.00
ADVANTAGE GROUP	PAYROLL	$855.20
AGSOURCE LABORATORIES	LAB TESTING	$100.00
AHLERS COONEY ATTORNEYS	LEGAL	$85.50
AIR FILTER SALES & SERVICE	SERVICES	$876.45
ALLIANT ENERGY	UTILITIES	$7,688.45
BADGER METER	METERING SERVICES	$142.39
BAKER GROUP	SERVICES	$3,443.00

BOB'S AUTO SUPPLY	SERVICES	$28.38
BRETT STREET	SERVICES	$30.00
BUD JONES CONSTRUCTION	SERVICES	$225.00
CARD MEMBER SERVICE	SERVICES	$6,182.98
CASEY'S GENERAL STORES	FUEL	$738.76
CENTERPOINT ENERGY SERVICES	NATURAL GAS	$96.62
CENTRAL IOWA FASTENERS	SERVICES	$370.00
CHEM-SULT INC.	CHEMICALS	$68,684.87
CINTAS FIRST AID & SAFETY	SERVICES	$65.47
CITY OF OSCEOLA	MONTHLY COLLECTIONS	$251,464.56
CITY OF OSCEOLA – HEALTH	HEALTH INSURANCE	$15,162.53
CLARKE COUNTY SHERIFF	SERVICES	$352.88
CORE & MAIN LP	LAB TESTING	$2,207.50
COUNTRY CONCRETE	SERVICES	$690.00
CRESTON PUBLISHING	PUBLICATIONS	$250.50
D & D PEST CONTROL	SERVICES	$90.00
DES MOINES WATER WORKS	LAB TESTING	$1.50
ECOSYSTEMS, INC	SERVICES	$36,400.00
ELECTRIC PUMP	SERVICES	$10,361.38
ENVIRONMENTAL SYSTEMS RES	SERVICES	$550.00
FAREWAY	LAB TESTING	$5.07
FP FINANCE	POSTAGE	$181.26
FP MAILING SOLUTIONS	POSTAGE	$271.54
CSG FORTE PAYMENTS, INC.	SERVICES	$373.25
GILBERTS TRUE VALUE	SERVICES	$152.06
HAWKINS	CHEMICALS	$3,665.00
HIGHWAY LUMBER	SERVICES	$88.20
IA DEPT OF HUMAN SERVICES	PAYROLL	$1,010.44
IDEAL READY MIX CO	SERVICES	$1,627.75
INTERNAL REVENUE SERVICE	PAYROLL	$9,988.52
IOWA DEPT OF REVENUE	TAXES	$1,382.56
IOWA ONE CALL	SERVICES	$272.40
IPERS	PAYROLL	$6,888.08
JENSEN PROMOTIONS, LLC	SERVICES	$345.00
MARIA ANDRADE	SERVICE	$500.00
MET LIFE	INSURANCE	$745.87
METERING & TECHNOLOGY SOL	SERVICES	$16,133.25-
MIDWEST OFFICE TECHNOLOGY	OFFICE OPERATIONS	$1,292.21
MUNICIPAL SUPPLY INC.	REPAIRS	$4,226.81
MUTUAL OF OMAHA	LIFE INSURANCE	$106.68
NOTATM, LLC	SERVICES	$40,360.06
ONSITE SERVICE SOLUTIONS, LLC	SERVICES	$1,715.00
OSCEOLA FARM & HOME	SUPPLIES	$132.37
REYNOLDSON & VENWERDEN LLP	SERVICES	$697.50
SHAZAM	MONTHLY FEE	$25.00
SNYDER PLUMBING	SERVICES	$392.40
SOLUTIONS	OFFICE OPERATIONS	$1,388.82
SPOKE COMMUNICATIONS LLC	COMMUNICATIONS	$1,300.00
STATE HYGENIC LABORATORY	LAB TESTING	$665.00
SUBSURFACE SOLUTIONS	SERVICES	$419.01
THE DUERSON CORPORATION	SERVICES	$571.99
U.S. CELLULAR	COMMUNICATIONS	$591.06
UMB BANK NA	INTEREST	$54,456.25
USA BLUEBOOK	SERVICES	$76.72
VEENSTRA & KIMM, INC.	ENGINEERING SVCS	$11,248.14
WILDBLUE	COMMUNICATIONS	$175.00
WINDSTREAM	COMMUNICATION	$373.55

TOTAL ACCOUNTS PAYABLE $541,839.09

ALEXANDRA BRADY	UTILITY REFUND	$58.42
JOHN CORDER	UTILITY REFUND	$23.82
BART DAVIS	UTILITY REFUND	$39.71
CHASE FERRIS	UTILITY REFUND	$40.80
LUCAS HENRY	UTILITY REFUND	$107.55
JEFFREY KIRSTEIN	UTILITY REFUND	$52.14
ELVIRA G. OBREGON MIRELES	UTILITY REFUND	$50.47
STEVEN NEILSSEN	UTILITY REFUND	$19.10
CLAUDIA PAZOS PITA	UTILITY REFUND	$40.80
JOANNA & DAVID SALINAS	UTILITY REFUND	$29.58

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JOANNA & DAVID SALINAS	UTILITY REFUND	$29.58
CAROL SCOTT	UTILITY REFUND	$109.58
PLUM BUILDING SYSTEMS	UTILITY REFUND	$83.14
VICOTR TORRES	UTILITY REFUND	$67.03
SAUL VARA	UTILITY REFUND	$50.08

TOTAL REFUNDS	$772.22
TOTAL PAYROLL	$29,841.07
TOTAL PAID	$571,634.53

Roll call of the vote was:
Ayes: Kimball, Ramos, Bishop, O'Hair, Kale
Nays: None
Motion Passed

Utility Office Manager Report: Utility Business Director, Patti Snyder informed the board of the number of disconnects for the month, and presented the November Month-end Revenue, Expenses and Capital Outlay as well as projected Rate Calculation/1000 gallons and estimated Rate Calculation if additional Capital Outlay is spent.

Board Member Reports: Board Member O'Hair would like to say Thank you to all Water Works staff for all the hard work. Board Member Kimball stated staff is doing an outstanding job and as a community we all have to work together. Board Member Bishop had nothing to report. Board Chairperson Kale shared information on meetings with SIRWA, and contacting Governmental representatives and future meetings. Mrs. Kale would also like to thank staff for doing their best.

There being no further business to discuss, board member Kimball motioned and board member O'Hair seconded the motion for adjournment at 8:16 p.m.
Ayes: Kimball, Ramos, Bishop, O'Hair, Kale
Nays: None
Motion Passed

Alisha Kale, Chairperson

Attest:

Patti Snyder, Utility Business Director