

OSCEOLA WATER BOARD
MEETING MINUTES
OCTOBER 3, 2024
(APPROVED)

The Osceola Water Works Board of Trustees met for the regularly scheduled meeting on Thursday, October 3, 2024. This being the time and place as legally posted, the meeting was called to order at 5:00 P.M. by Chairperson Alisha Kale. The following Board Members were present: Larry Bishop, Jim Kimball and Sandra Ramos. Board Member Sarah O'Hair was absent. Also present from Osceola Water Works were Superintendent Brandon Patterson, Business Director Patti Snyder, Distribution Foreman Deena Snyder, Randy Johnson of Veenstra & Kimm, Inc., Mason McCoy of Reynoldson, VanWerden, & McCoy, LLP, as well as Andrew and Sharon Clark of Spoke Communications, LLC.

Board Member Bishop motioned to approve the Agenda and Board Member Ramos seconded the motion. Roll Call of the vote:

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

Chairperson Kale opened the opportunity for Citizens to Address the Board. No one was present to address the board.

Business Director Patti Snyder opened the discussion regarding a letter received from the customer at 700 Colorado St., Osceola, IA 50213. After discussion, Board Member Bishop recommended to follow the leak adjustment policy and issue a credit of \$159.53 to the water bill. Board Member Kimball seconded the motion. Roll Call of the Vote was:

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

Business Director Patti Snyder opened the discussion regarding a letter received from the customer at 121 Golfview Dr., Osceola, IA 50213. After discussion, Board Member Bishop recommended to follow the leak adjustment policy and issue a credit of \$309.62 to the water bill. Board Member Kimball seconded the motion. Roll Call of the Vote was:

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

Business Director Patti Snyder opened the discussion regarding a letter received from the customer at 820 N Main St., Osceola, IA 50213. After discussion, Board Member Bishop recommended to follow the leak adjustment policy and issue a credit of \$349.20 to the water bill. Board Member Kimball seconded the motion. Roll Call of the Vote was:

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

At 5:07 p.m., Board Member Bishop motioned and Board Member Ramos seconded the motion to enter into Public Hearing regarding Water Works Utility Revenue Bonds in an Aggregate Principal Amount not to Exceed \$750,000 to be used for Water Treatment Plant Improvements. Roll Call of the Vote was:

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

Water Superintendent Brandon r. Patterson reminded the board this issuance is to cover the planning and design costs associated to the water treatment plant improvements. Mr. Patterson informed the Board that no public comments have been received regarding the Public Hearing for the Bonds.

At 5:08 p.m., Board Member Kimball motioned and Board Member Ramos seconded the motion to exit out of Public Hearing. Roll Call of the Vote was:

Ayes: Bishop, Kimball, Ramos, Kale

Nays: None

Absent: O’Hair

Motion Passed

Water Superintendent Brandon Patterson opened the discussion regarding a Resolution to approve the Issuance of Osceola Water Works Utility Revenue Bonds in an Aggregate Principal Amount not to Exceed \$750,000.00, for Water Treatment Plant Improvements. Board Member Kimball motioned to approve and Board Member Ramos seconded the motion to approve the Resolution as presented. Roll Call of the Vote was:

Ayes: Bishop, Kimball, Ramos, Kale

Nays: None

Absent: O’Hair

Motion Passed

Resolution No: 2024-23

Water Superintendent Brandon Patterson opened the discussion regarding a Resolution to Modify Water Conservation Ordinance. Mr. Patterson would like to Modify the Conservation Ordinance and present to legal counsel for review before taking action. After discussion, Board Member Kimball motioned to enter into Section 1: Water Watch – Voluntary Conservation Measures, motion failed due to lack of a second. Board Member Bishop suggested to have legal counsel review the modifications and if necessary, call a Special Board Meeting, if lake levels warrant the implementation of the Water Conservation Ordinance. No action was taken.

Board Member Kimball made a motion to Enter into Closed Session pursuant to Iowa Code 21.5(1)(j) at 5:16 p.m. to consider a matter relating to water access and Board Member Bishop seconded the motion. Roll Call of the Vote was:

Ayes: Kimball, Ramos, Bishop, Kale

Nays: None

Absent: O’Hair

Motion Passed

Board Member Kimball made a motion and Board Member Bishop seconded the motion to Exit from Closed Session at 5:50 pm. Roll Call of the Vote was:

Ayes: Kimball, Bishop, Ramos, Kale

Nays: None

Absent: O’Hair

Motion Passed

Water Superintendent Report: Water Superintendent Brandon Patterson reported that the Lake level at West Lake was at 1069.73 ft., 3’ down from full pool. The last time full pool level was reached was May 2021. The Lake Level is measured on Monday’s and updates will continue to be posted on the Osceola Water Works.com website. Equipment purchased in July has been used by staff to abandon (4) service lines, install a meter vault/meter pit, and replace & repair (5) valves. Notification will go out regarding hydrant flushing needed to maintain the Osceola Water Works water distribution system, efforts will be made to reclaim as much water as possible and for reuse in flushing the sewer system. Randy Johnson of Veenstra & Kimm, Inc. gave a report on the Lead Line Service SRF/Project and the Osceola Street Scape Improvement Project to be completed June 2026. Mr. Johnson requested to add an Engineering Report to future Osceola Water Board meeting Agenda’s.

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 September 12, 2024, minutes from the Special board meeting held on September 19, 2024, Aging Report, YTD Budget and the following Bills and Claims:

Advantage Group	Payroll	\$965.76
Agsource Laboratories	Lab Testing	\$57.00
American Security Cabinets	Repairs	\$114.95
American Water Works Assoc.	Membership	\$430.00
Budget Meter	Services	\$198.05
Bud Jones Construction	Repairs	\$4,808.79
Campbell Supply	Services	\$130.00
Card Member Services	Services	\$2,994.79
Casey's General Stores	Fuel	\$899.59
Centerpoint Energy Services	Utilities	\$101.70
Central Iowa Fasteners	Services	\$39.99
Chem-sult, Inc.	Chemicals	\$63,171.49
City of Osceola	Monthly Collections	\$241,280.69
City of Osceola-Health	Health Insurance	\$18,815.84
Contractor Solutions	Services	\$3,788.06
Core & Main, LP	Lab Testing	\$2,496.43
Country Concrete	Services	\$750.00
Creston Publishing Co	Communications	\$285.12
D&D Pest Control	Services	\$85.00
Electric Pump	Services	\$266.45
Fareway Stores	Lab Testing	\$5.16
Fleetside Ford	Repairs	\$364.80
FP Finance	Services	\$181.10
Gilberts True Value	Services	\$94.95
Grainger	Services	\$130.64
Gworks	Services	\$48.00
Hawkins	Chemicals	\$7,548.40
Highway Lumber	Services	\$85.01
IA Dept of Human Services	Payroll	\$570.93
Ideal Ready Mix Co	Services	\$2,429.00
Internal Revenue Service	Taxes	\$8,761.68
Interstate Power Systems	Services	\$4,419.30
IA Dept of Revenue	Taxes	\$1,802.79
Iowa One Call	Services	\$130.60
IPERS	Payroll	\$8,102.67
JP Auto Supply	Repairs	\$2.09
KD Tires, LLC	Services	\$1,680.00
Logan Contractors Supply	Services	\$445.00
Menard's	Services	\$366.29
Metering & Technology Solution	Services	\$1,034.42-
Midwest Office Technology	Office Operations	\$157.96
Municipal Supply, Inc.	Repairs	\$10,895.96
Mutual of Omaha	Insurance	\$137.70
Northern Tool & Equipment	Minor Tools	\$408.64
O'Reilly Auto Parts	Repairs	\$304.45
Osceola Farm & Home	Services	\$588.26
Pollard Water	Services	\$1,121.35
Schildberg Construction Co	Services	\$3,716.60
Shazam	Services	\$25.00
Solutions	Office Supplies	\$397.16
Spoke Communications, LLC	Communications	\$2,250.00

State Hygenic Laboratory	Services	\$276.00
Storey Kenworthy	Office Supplies	\$2,126.61
Uline	Services	\$145.80
USA Bluebook	Services	\$1,544.46
Veenstra & Kimm, Inc	Services	\$1,965.00
Vermeer Iowa	Repairs	\$347.05
Wilder's Truck Service	Repairs	\$1,537.65
Ziegler Inc.	Repairs	\$2,253.80
	Total Accounts Payable	\$408,013.14
Lina Gutierrez	UB Refund	\$3.26
Kading Properties	UB Refund	\$1,190.55
Kading Properties, LLC	UB Refund	\$935.53
Maria Isabel Perez	UB Refund	\$69.19
Summit Realty	UB Refund	\$103.06
	Total Refunds	\$2,301.59
	Total Payroll	\$28,701.13
	Total Paid	\$439,015.86

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

Utility Office Manager Report: Business Director Patti Snyder reported that an old pdf printer setup in Gworks was causing issues with viewing billing statements in FrontDesk and has been fixed.

Board Member Reports: Board Member Kimball had nothing to report. Board Member Ramos had nothing to report. Board Member Bishop would like to keep the community educated on conservation. Chairperson Kale would like to ask the Osceola Community to practice Voluntary Conservation. With no rain in the forecast, the Community needs to work together.

There being no further business to discuss, Board Member Bishop motioned to adjourn the meeting and Board Member Ramos seconded the motion at 6:23 p.m.

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

The next Osceola Water Works Board Meeting will be held Thursday, November 7th, 2024, at 5:30 P.M. at Osceola Water Works, 208 W Jefferson, Osceola, IA 50213.

 Alisha Kale, Chairperson

Attest: _____
 Patti Snyder, Utility Business Director