

OSCEOLA WATER BOARD  
MEETING MINUTES  
NOVEMBER 14, 2024  
(UNAPPROVED)

The Osceola Water Works Board of Trustees met for the regularly scheduled meeting on Thursday, November 14, 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 and Jim Kimball. Board Members Sarah O'Hair and Sandra Ramos were absent. Also present from Osceola Water Works were Superintendent Brandon Patterson, Business Director Patti Snyder, Randy Johnson of Veenstra & Kimm, Inc., Andrew Clark of Clarke County Development Corp., as well as Sharon Clark of Spoke Communications, LLC.

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

Ayes: Kale, Bishop, Kimball  
Nays: None  
Absent: O'Hair, Ramos  
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 620 S. Lincoln St., Osceola, IA 50213. After discussion, Board Member Bishop recommended to follow the leak adjustment policy and issue a credit of \$181.78 to the water bill. Board Member Kimball seconded the motion. Roll Call of the Vote was:

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

Engineering Report: Randy Johnson of Veenstra & Kimm, Inc. gave a report on the following: Chloride Removal System, Garfield Water Main Project, Central Business Project, Lead Service Line Project and deadlines, the Hydraulic Distribution Study and a Draft Bilateral Agreement received from the IDNR for an Emergency Response Plan.

Water Superintendent Brandon Patterson opened the discussion regarding an Agreement with Sensus, USA Inc. for Software and a Service and Spectrum Lease Agreement. After discussion, Board Member Bishop motioned and Board Member Kimball seconded the motion to proceed with the Agreement after final approval by legal counsel. Roll Call of the Vote was:

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

Business Director Patti Snyder opened the discussion regarding a Resolution to Amend the Osceola Water Works Rules & Regulations Rule #2: Deposits to provide clarity on Deposit application and refunding at the final billing of accounts. After discussion, Board Member Bishop motioned to accept the amendment as presented and Board Member Kimball seconded the motion. Roll Call of the Vote was:

Ayes: Kimball, Bishop, Kale  
Nays: None  
Absent: O'Hair and Ramos  
Motion Passed  
Resolution No: 2024-24

Water Superintendent Brandon Patterson opened the discussion regarding a Resolution to Modify Water Conservation Ordinance. After discussion, Board Member Bishop motioned and Board Member Kimball seconded the motion to

Modify the Water Conservation Ordinance as presented. An updated conservation ordinance will be posted on the Water Works website. Roll Call of the Vote was:

Ayes: Kimball, Bishop, Kale

Nays: None

Absent: O’Hair and Ramos

Motion Passed

Resolution No: 2024-25

Water Superintendent Report: Water Superintendent Brandon Patterson reported that the Lake level at West Lake was at 1069.95 ft., last year the level was 1068.79 ft. Please continue to remind your Congressional Leaders of the importance of the PL-566 Program to keep funding for the Clarke County Reservoir. Annual hydrant flushing that is necessary to maintain water quality should be completed soon. During flushing, a few hydrants were found that needed repaired or replaced. Thank you to Bud Jones Construction for the use of a tanker to reclaim as much as the water as possible for use in flushing the Sewer lines and for watering the landscaping. With the recent rains, a couple water main breaks happened. As part of the EPA requirements on Lead Service Lines, an article was published in the paper and (3) different notifications will be sent out on the 15<sup>th</sup> for properties that have service line materials identified as made of: Lead, Galvanized or Unknown, no action is necessary at this time and work is continuing on developing a replacement plan.

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 October 3, 2024, Aging Report, YTD Budget and the following Bills and Claims:

Advantage Group	Payroll	\$1,007.55
Agsource Laboratories	Lab Testing	\$130.50
Alliant Energy	Utilities	\$16,895.61
American State Bank	Supplies	\$121.04
Assurity	Payroll	\$292.64
Badget Meter	Services	\$176.52
Bob’s Auto Supply	Repairs	\$27.79
Bud Jones Construction	Repairs	\$1,583.89
Card Member Services	Services	\$2,585.14
Casey’s General Stores	Fuel	\$1,053.92
Centerpoint Energy Services	Utilities	\$110.07
Central Iowa Fasteners	Services	\$652.50
Chem-sult, Inc.	Chemicals	\$51,205.17
Cintas First Aid & Supply	Services	\$129.67
City of Osceola	Monthly Collections	\$242,740.86
City of Osceola-Health	Health Insurance	\$16,742.32
Core & Main, LP	Lab Testing	\$1,888.36
Creston Publishing Co	Communications	\$252.73
D&D Pest Control	Services	\$85.00
Des Moines Water Works	Services	\$64.20
Electric Pump	Services	\$5,563.00
Fareway Stores	Lab Testing	\$5.07
CSG Forte Payments, Inc.	Services	\$415.00
FP Finance	Services	\$181.10
Gilberts True Value	Services	\$381.07
Gingerich Gutters	Repairs	\$652.00
Grainger	Services	\$109.07
Highway Lumber	Services	\$395.25
IA Dept of Human Services	Payroll	\$1,141.86
Ideal Ready Mix Co	Services	\$2,963.00
Illinois Mutual	Payroll	\$1,042.76
Internal Revenue Service	Taxes	\$18,560.23

IA Dept of Revenue	Taxes	\$1,872.77
Iowa One Call	Services	\$190.00
IPERS	Payroll	\$8,692.21
JP Auto Supply	Repairs	\$28.18
Lister Industries	Services	\$7,200.00
McMaster-Carr	Services	\$95.24
Metering & Technology Solution	Services	\$4,676.02-
Midwest Office Technology	Office Operations	\$144.33
Municipal Supply, Inc.	Repairs	\$9,701.96
Mutual of Omaha	Insurance	\$131.57
O'Reilly Auto Parts	Repairs	\$60.39
Onsite Service Solutions, LLC	Services	\$1,902.50
Osceola Farm & Home	Services	\$226.25
Pollard Water	Services	\$980.35
Reynoldson & VanWerden LLP	Services	\$472.50
Schildberg Construction Co	Services	\$688.65
Solutions	Office Supplies	\$4,160.89
Spoke Communications, LLC	Communications	\$2,250.00
State Hygenic Laboratory	Services	\$180.50
Strange Electric & Performance	Services	\$525.25
US Cellular	Services	\$471.39
USA Bluebook	Services	\$461.80
Veenstra & Kimm, Inc	Services	\$17,130.11
Wild Blue	Services	\$176.22
Windstream	Services	\$474.04
Ziegler Inc.	Repairs	\$6,353.48

Total Accounts Payable \$429,049.45

Maria Castro	UB Refund	\$43.20
Hildegoth Freites	UB Refund	\$41.06
Dilianis Hernandez	UB Refund	\$50.09
Matthew James Millard	UB Refund	\$98.74
Colton Pritchard	UB Refund	\$51.02
Ashley Saucedo	UB Refund	\$34.02
Shwe Tan	UB Refund	\$98.74
Clayton Waugh	UB Refund	\$43.15
Dalton Winship	UB Refund	\$52.83

Total Refunds	\$512.85
Total Payroll	\$60,777.31
Total Paid	\$490,339.61

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

Utility Office Manager Report: Business Director Patti Snyder reported there were 22 shut-offs due to non-payment on October 28<sup>th</sup>. Osceola Water Works offices will be closed November 28<sup>th</sup> & 29<sup>th</sup> for the Thanksgiving Holiday. Shut-offs due to non-payment will be on Wednesday, November 27<sup>th</sup>. Reminders will be posted on Facebook and Osceolawaterworks.com for shut-offs due to non-payment. December billing statements will go out on Monday

December 2<sup>nd</sup>. Auditors will be in the office for Osceola Water Works and Clarke County Reservoir Commission on Monday, November 25<sup>th</sup> thru Wednesday, November 27<sup>th</sup>, 2024.

Board Member Reports: Board Member Kimball and Bishop had nothing to report. Chairperson Kale would like to Thank Bud Jones Construction for the use of the tanker.

There being no further business to discuss, Board Member Bishop motioned to adjourn the meeting and Board Member Kale seconded the motion at 7:01 p.m.

Ayes: Kimball, Bishop, and Kale

Nays: None

Absent: O’Hair and Ramos

Motion Passed

The next regular meeting of the Osceola Water Board will be held on December 5<sup>th</sup> at 5:30 pm at the Osceola Water Works office at 208 W Jefferson St., Osceola, IA 50213. The January meeting of the Osceola Water Board will be held on Thursday, January 9<sup>th</sup>, 2025 at 5:30 pm at the Osceola Water Works office at 208 W Jefferson St., Osceola, IA 50213. Public attendance is welcome.

\_\_\_\_\_  
Alisha Kale, Chairperson

Attest: \_\_\_\_\_  
Patti Snyder, Utility Business Director