

OSCEOLA WATER BOARD
MEETING MINUTES
DECEMBER 5, 2024
(UNAPPROVED)

The Osceola Water Works Board of Trustees met for the regularly scheduled meeting on Thursday, December 5, 2024. This being the time and place as legally posted; the meeting was called to order at 5:30 P.M. by Chairperson Alisha Kale. The following Board Members were present: Larry Bishop, Jim Kimball and Sara O’Hair. Board Member Sandra Ramos was absent. Also present from Osceola Water Works were Superintendent Brandon Patterson, Business Director Patti Snyder, 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: O’Hair, Kale, Bishop, Kimball
Nays: None
Absent: 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 Resolution for Setting the Water Rates for Southern Iowa Rural Water Association. Per the Contract, the Water Treatment Plant production costs are reconciled as well as the Water Treatment Plant Capital Outlay. The updated SIRWA Water Rate will be \$4.02 per 1,000 gallons, effective July 1, 2024 and SIRWA will reimburse Osceola Water Works for 15.7% of the Capital Outlay costs related to the Water Treatment Plant. After discussion, Board Member Bishop made a motion to approve the Water Rate of \$4.02 as presented and Board Member Kimball seconded the motion. Roll Call of the Vote was:

Ayes: O’Hair, Kimball, Bishop, Kale
Nays: None
Absent: Ramos
Motion Passed
Resolution No: 2024-26

Water Superintendent Brandon Patterson opened the discussion regarding a Modification to the Water Conservation Ordinance in regard to SIRWA. If Osceola Water Works enters into Section 1: Water Watch-Voluntary Conservation, all SIRWA customers supplied from the Osceola West Lake Source will also be asked to do the same. After discussion, Board Member Kimball motioned and Board Member Bishop seconded the motion to approve the changes as presented to section one of the water conservation ordinance. Roll Call of the Vote was:

Ayes: Kimball, Bishop, Kale, O’Hair
Nays: None
Absent: Ramos
Motion Passed
Resolution No: 2024-27

Business Director Patti Snyder opened the discussion regarding Setting a Date for a Working Session for FY 2025-2026 Budget. After discussion it was decided that a working session will be held during the next regularly scheduled meeting on January 9, 2025.

Water Superintendent Report: Water Superintendent Brandon Patterson reported that an article was published regarding the Hydrant Flushing that was being done. Water Works staff found 4 hydrants needing to be replaced and have completed 3 of the 4. Bud Jones Construction will be putting in a new fire line for Altec over the weekend. While the water is off in that area, Osceola Water Works staff will be replacing a water isolation valve. The next meeting of the Clarke County Reservoir Commission will be held on Thursday, December 12th, 2024 at the Clarke County Development Corp office. Other upcoming meetings are: CCDC strategy meeting on December 10th, a finance meeting with Scott Stephenson and Randy Johnson on December 17th and a meeting on January 16th, 2025 with IDNR regarding the Lead

Line Project. Brandon, Deena & Patti are developing a plan of replacement for the aging water meters as well as costs to be included in the next fiscal year budget and the coming years. Since Osceola Water Works is fully staffed, we are able to complete many projects without using an outside service. Mr. Patterson also added the Lake level at West Lake is at 1069.8 ft. Please continue to remind your Congressional Leaders of the importance of the PL-566 Program to keep funding for the Clarke County Reservoir.

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, as well as the as presented. The consent agenda included minutes from the regular board meeting held on November 14, 2024, Aging Report, YTD Budget, wage increase for D. Eckhardt from \$20.50/hr. to \$21.50/hr. and the following Bills and Claims:

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|--------------------------------|---------------------|--------------|
| Advantage Group | Payroll | \$1,009.32 |
| Agrivision Equipment Group | Repairs | \$91.80 |
| Agsourc Laboratories | Lab Testing | \$43.50 |
| Alliant Energy | Utilities | \$27.96 |
| Badget Meter | Services | \$177.99 |
| Baker Group | Services | \$44,841.00 |
| Bud Jones Construction | Repairs | \$2,607.00 |
| Card Member Services | Services | \$3,095.71 |
| Casey's General Stores | Fuel | \$1,084.35 |
| Centerpoint Energy Services | Utilities | \$59.43 |
| Central Iowa Fasteners | Services | \$156.00 |
| Chem-sult, Inc. | Chemicals | \$10,561.36 |
| City of Osceola | Monthly Collections | \$252,174.18 |
| City of Osceola-Health | Health Insurance | \$16,564.56 |
| Clarke County Sheriff | Payroll | \$560.61 |
| Core & Main, LP | Lab Testing | \$2,320.39 |
| Creston Publishing Co | Communications | \$219.15 |
| D&D Pest Control | Services | \$85.00 |
| Electric Pump | Services | \$19,091.66 |
| FP Finance | Services | \$155.10 |
| Gilberts True Value | Services | \$202.76 |
| Grainger | Services | \$65.17 |
| Gworks | Services | \$24,000.00 |
| Hawkins | Chemicals | \$3,774.20 |
| Highway Lumber | Services | \$9.99 |
| IA Dept of Human Services | Payroll | \$570.93 |
| IMWCA | Dues | \$552.00 |
| Internal Revenue Service | Taxes | \$9,479.13 |
| IA Dept of Revenue | Taxes | \$2,378.93 |
| Iowa One Call | Services | \$137.20 |
| Iowa Rural Water Association | Dues | \$455.00 |
| IPERS | Payroll | \$10,772.05 |
| JP Auto Supply | Repairs | \$74.13 |
| Kading Construction | Hydrant Refund | \$2,300.00 |
| Metering & Technology Solution | Services | \$4,418.54- |
| Mid Country Machinery | Equipment | \$16,250.00 |
| Midwest Office Technology | Office Operations | \$185.05 |
| Municipal Supply, Inc. | Repairs | \$20,968.60 |
| Mutual of Omaha | Insurance | \$113.18 |
| Osceola Farm & Home | Services | \$482.62 |
| Schildberg Construction Co | Services | \$1,351.45 |
| Shazam | Services | \$25.00 |
| Solutions | Office Supplies | \$83.94 |

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|------------------------------|----------------|-------------|
| Spoke Communications, LLC | Communications | \$2,250.00 |
| State Hygenic Laboratory | Services | \$497.50 |
| Travis Mechanical & Controls | Services | \$755.12 |
| Uline | Services | \$151.98 |
| UMB Bank | Debt Service | \$52,806.25 |
| USA Bluebook | Services | \$733.18 |
| Veenstra & Kimm, Inc | Services | \$12,448.00 |
| Vesco, Inc. | Services | 859.28 |
| Windstream | Services | \$393.49 |
| Ziegler Inc. | Repairs | \$2,563.89 |

Total Accounts Payable \$518,197.55

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|-------------------|-----------|----------|
| Irina Bauer | UB Refund | \$20.29 |
| Catherine Canova | UB Refund | \$100.68 |
| Vanessa Hernandez | UB Refund | \$34.32 |
| Reo Jack | UB Refund | \$81.70 |
| Jennifer Layton | UB Refund | \$56.96 |
| Andrea Magana | UB Refund | \$38.50 |
| Gary Miller | UB Refund | \$119.03 |
| Saul Vara | UB Refund | \$77.65 |
| Ethan A Wang | UB Refund | \$86.61 |

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|---------------|--------------|
| Total Refunds | \$615.74 |
| Total Payroll | \$30,509.84 |
| Total Paid | \$549,323.13 |

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

Utility Office Manager Report: Business Director Patti Snyder reported there were 15 shut-offs due to non-payment on November 27th, by the end of the day there were 3. Reminders were mailed, emails were sent, phone calls were made to remind customers of the unpaid bills. Posts were also made on Facebook and Osceolawaterworks.com regarding shut-offs due to non-payment. December billing statements went out on Monday December 2nd. Auditors were in the office for Osceola Water Works and Clarke County Reservoir Commission on Monday, November 25th thru Wednesday, November 27th, 2024. By 12/31/25, our Utility Software will be transitioned completely to the Gworks Cloud, we should have a contract for review at next month’s meeting.

Board Member Reports: Board Member Kimball stated there is a housing shortage in Osceola and discussed Water Meter types, locations and the process of obtaining/installing an irrigation meter. Board Members Bishop and O’Hair had nothing to report. Chairperson Kale would like to see more open communication about the Central Business District Streetscape Project and the Clarke County Reservoir.

There being no further business to discuss, Board Member Bishop motioned to adjourn the meeting and Board Member O’Hair seconded the motion at 6:21 p.m.

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

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

Happy Holidays!

Alisha Kale, Chairperson

Attest: _____
Patti Snyder, Utility Business Director