

OSCEOLA WATER BOARD
MEETING MINUTES
JANUARY 9, 2025
(UNAPPROVED)

The Osceola Water Works Board of Trustees met for the regularly scheduled meeting on Thursday, January 9, 2025. 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: Sara O’Hair and Sandra Ramos. Board Member Larry Bishop was absent. Also present from Osceola Water Works were Superintendent Brandon Patterson, Business Director Patti Snyder, and Distribution Foreman Deena Snyder. Also present were Dave Beck of CPI, LLC., Randy Johnson of Veenstra & Kim, Inc., Derek Kelso, Andrew Clark of Clarke County Development Corp., as well as Sharon Clark of Spoke Communications, LLC.

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

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

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

Board member O’Hair made a motion to keep the Board Chair and Vice Chair positions the same for 2025 as Board Chairperson Alisha Kale and Vice Chairperson Larry Bishop. Board Member Ramos seconded the motion. Motion Passed.

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

Clarke County Reservoir Project Report: Project Coordinator, Dave Beck, reported that the Draft Plan-EIS is in the review process at NRCS Iowa and will be passed on to the National Water Management Center next week. After comments are received and revisions made, the Plan-EIS will move forward for further Inter-Agency Review with expected completion by Summer/Fall 2025. An article was published in the Osceola Sentinel-Tribune on January 9, 2025.

Engineering Report: Randy Johnson of Veenstra & Kimm, Inc. gave a report on the following: Lead Line Planning & Design Loan application was submitted on 12/31/24, the Treatment Plant USDA Loan was submitted 3 months ago, Pressure/Flow tests need to be completed for the Hydraulic Model and further information gathered from SIRWA. Garfield Street water main replacement should go out for quotes in the Spring. The Central Business District Project is moving forward and Businesses have been notified of the progress.

Superintendent Brandon Patterson presented an Agreement with Veenstra & Kimm, Inc. for Professional Engineering Services for the Water Supply Operation Permit Revisions Project, pertaining to the Development of an Emergency Response Plan including Action to Address Long Term Strategies to Cope with Declining Source Raw Water in the amount of \$35,500 to be completed by July 1, 2025. The Engineering report is to include: identifying all options that have been discussed, contracts and funding. After discussion, Board Member O’Hair motioned to accept and enter into the agreement as presented and Board Member Ramos seconded the motion. Roll Call of the Vote was:

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

Water Superintendent Brandon Patterson opened the discussion regarding a Resolution for Amending the Osceola Water Works Rules & Regulations, Rule #24, Temporary Discontinuance of Utility Services. After discussion, Board Member Ramos motioned to approve the changes as presented and Board Member O’Hair seconded the motion. Roll Call of the vote was:

Ayes: O’Hair, Ramos, Kale
Nays: None
Absent: Bishop
Motion Passed
Resolution No.: 2025-2

Utility Business Director Patti Snyder opened the discussion regarding the FY 2025-2026 Budget. After discussion, no action was taken at this time.

Utility Business Director Patti Snyder opened the discussion regarding Setting a Public Hearing for Approval of the FY 2025-2026 Budget. Board Member O’Hair motioned and Board Member Ramos seconded the motion for a Public Hearing to be held at 5:30 p.m. on February 6, 2025, at the location of the Osceola Water Works, 208 W Jefferson St., Osceola, IA 50213. Roll call of the vote:

Ayes: O’Hair, Ramos, Kale
Nays: None
Absent: Bishop
Motion Passed
Resolution No.: 2025-3

Water Superintendent Report: Water Superintendent Brandon Patterson reported that the Water Level of West Lake is down 3 ft. from the top of the spillway and last year at this time, the level was down 7.4 ft. Section 1: Water Watch-Voluntary Conservation Measures is at 4 ft down. Please continue to remind your Congressional Leaders of the importance of the PL-566 Program to keep funding for the Clarke County Reservoir. Work is scheduled to begin soon on the FlexNet Meter project.

Board Chairperson Kale presented the consent agenda. Board Member Ramos motioned and Board Member O’Hair seconded the motion to approve the consent agenda as presented. The consent agenda included minutes from the regular board meeting held on December 5th, 2024, Aging Report, YTD Budget, and the following Bills and Claims:

Agriland FS, Inc.	Services	\$849.03
Agsourc Laboratories	Lab Testing	\$130.50
Alliant Energy	Utilities	\$28.33
ARC Source Midwest	Services	\$4,558.65
Assurity	Payroll	\$365.80
Budget Meter	Services	\$178.82
Bob’s Auto Supply	Repairs	\$19.24
Card Member Services	Services	\$1,649.68
Casey’s General Stores	Fuel	\$994.10
Centerpoint Energy Services	Utilities	\$83.78
Chem-sult, Inc.	Chemicals	\$69,973.07
Chestnut Lawn & Landscape	Services	\$451.00
Cintas First Aid & Safety	Services	\$177.66
City of Osceola	Monthly Collections	\$239,693.32
City of Osceola-Health	Health Insurance	\$16,179.50
Clarke County Sheriff	Payroll	\$773.93
Core & Main, LP	Lab Testing	\$2,040.61
County Concrete	Services	\$2,576.63
Creston Publishing Co	Communications	\$213.30
D&D Pest Control	Services	\$85.00
Dixon Engineering, Inc.	Services	\$5,575.00

Electric Pump	Services	\$38,381.09
Fastenal	Repairs	\$282.17
CSG Forte Payments, Inc.	Services	\$432.75
FP Finance	Services	\$372.35
Gilberts True Value	Services	\$524.90
Gworks	Services	\$156.00
Hawkins	Chemicals	\$3,784.20
Highway Lumber	Services	\$168.08
IA Dept of Human Services	Payroll	\$1,111.47
Ideal Ready Mix Co.	Services	\$6,442.00
Illinois Mutual	Payroll	\$577.71
Internal Revenue Service	Taxes	\$16,522.28
IA Dept of Revenue	Taxes	\$2,008.09
IPERS	Payroll	\$8,920.48
Jennifer Gonzalez Avalos	Refund	\$500.00
KD Tires, LLC	Services	\$20.00
Mellen & Associates, Inc.	Services	\$210.72
Menards	Repairs	\$59.94
Metering & Technology Solution	Services	\$1,783.86
Mid Country Machinery	Equipment	\$1,994.99
Midwest Office Technology	Office Operations	\$378.05
Miller Enterprises, LLC	Services	\$215.28
Municipal Supply, Inc.	Repairs	\$14,173.55
Mutual of Omaha	Insurance	\$119.31
Nagle Signs, Inc.	Refund	\$2,300.00
Northern Tool & Equipment	Repairs	\$958.66
O'Reilly Auto Parts	Repairs	\$119.82
Onsite Service Solutions, LLC	Services	\$1,902.50
Osceola Farm & Home	Services	\$1,138.36
Reynoldson & Van Werden, LLP	Services	\$1,175.00
Roof, Gerdes, & Erlbacher	Services	\$4,495.00
Schildberg Construction Co	Services	\$2,477.40
Shazam	Services	\$25.00
Snyder Plumbing, LLC	Services	\$189.40
Solutions	Office Supplies	\$129.60
Spoke Communications, LLC	Communications	\$2,250.00
State Hygenic Laboratory	Services	\$299.50
Travis Mechanical & Controls	Services	\$5,232.72
U.S. Cellular	Services	\$431.38
UMB Bank	Debt Service	\$250.00
USA Bluebook	Services	\$607.59
Veenstra & Kimm, Inc	Services	\$7,737.50
Wildblue	Services	\$176.22
Windstream	Services	\$476.90
Zimco Supply Co	Services	\$477.75

Total Accounts Payable \$478,586.52

Irina Bauer	UB Refund	\$10.63
Catherine Canova	UB Refund	\$20.76
Vanessa Hernandez	UB Refund	\$10.63
Reo Jack	UB Refund	\$137.39
Jennifer Layton	UB Refund	\$61.99
Andrea Magana	UB Refund	\$123.11

Gary Miller		UB Refund	\$20.74
	Total Refunds	\$385.25	
	Total Payroll	\$51,867.57	
	Total Paid	\$530,839.34	

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

Utility Office Manager Report: Business Director Patti Snyder reported there were 17 shut-offs due to non-payment on December 30th, by the end of the day there were 11. 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. 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 O’Hair would like to say Thank you to the Osceola Water Works staff for all that they do. Board Member Ramos had nothing to report. Chairperson Kale sends condolences to the families of Board Member Jim Kimball.

There being no further business to discuss, Board Member O’Hair motioned to adjourn the meeting and Board Member Ramos seconded the motion at 6:42 p.m.

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

The next regular meeting of the Osceola Water Board will be held on February 6th 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