

OSCEOLA WATER BOARD
MEETING MINUTES
MAY 1, 2025
(UNAPPROVED)

The Osceola Water Works Board of Trustees met for the regularly scheduled meeting on Thursday, May 1, 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: Alisha Kale, Larry Bishop, John Kooiker, Sara O'Hair. Board Member Sandra Ramos was absent. Also present from Osceola Water Works were Superintendent Brandon Patterson, Business Director Patti Snyder, and Water Distribution Foreman Deena Snyder, as well as Andrew Clark of Clarke County Development Corp., and Sharon Clark of Spoke Communications, LLC.

Board Member Bishop motioned to approve the Agenda and Board Member O'Hair seconded the motion. Roll Call of the vote was:

Ayes: Bishop, Kooiker, O'Hair, Kale
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 and no correspondence had been received.

Superintendent Brandon Patterson opened the discussion regarding the Water Service at 729 W. Logan St., Osceola, IA 50213. Mr. Patterson explained he had been contacted from the property owner regarding his interest in developing the property. Mr. Patterson provided maps and rules to the Board regarding water main extensions. Mr. Patterson stated the owner called and stated he wasn't able to attend tonight's meeting and would return for discussion another time. No action was taken.

Business Director Patti Snyder opened the discussion regarding the water service at 2070 W McLane St., Osceola, IA 50213. It was discovered when turning the water on that one of the services has been metered for water usage and should have been for sewer only. After discussion, Board Member Bishop made a motion to issue a credit of \$3,095.59 toward the other services. Board Member Kooiker seconded the motion. Roll Call of the Vote was:

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

At 5:48 p.m. Board Member Bishop made a motion and Board Member Kooiker seconded the motion to open a Public Hearing regarding Water Works System Utility Revenue Bond thereunder in an Aggregate Principal Amount not to Exceed \$100,000.00. Roll Call of the Vote was:

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

Utility Business Director Patti Snyder stated that no written or oral comments have been received from the public. Mrs. Snyder explained the Bond would be utilized to cover the cost associated with the purchase of FlexNet RF Communication Equipment for the new meter reading system. Mrs. Snyder provided Bond information from American State Bank with an APR of 3.7% for a period of 8 years. After discussion, Board member Bishop motioned and Kooiker seconded the motion to exit out of Public Hearing at 5:59 p.m. Roll call of the vote was:

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

After discussion, Board Member Bishop made a motion to enter into a Loan with American State Bank for a term of 8 years at 3.7% interest for the purchase of FlexNet RF Communication Equipment. Board Member O'Hair seconded the motion. Roll Call of the Vote was:

Ayes: Bishop, O'Hair, Kooiker

Abstained: Kale

Nays: None

Absent: Ramos

Motion Passed

Resolution No: 2025-18

Utility Business Director Patti Snyder presented a Resolution to the Board regarding Setting a Public Hearing for Water Rates. After discussion, Board Member Bishop made a motion to Set a Public Hearing Date for June 5th at 5:30 pm to be held at the Osceola Water Works, 208 W Jefferson St., Osceola, IA 50213. Board Member Kooiker seconded the motion for the public hearing. Roll Call of the Vote was:

Ayes: Bishop, O'Hair, Kooiker, Kale

Nays: None

Absent: Ramos

Motion Passed

Resolution No: 2025-19

Superintendent Brandon Patterson presented a Resolution Amending Rule 14: Multi-Unit Metering (Townhomes, Condominiums, Apartments, and Shopping Centers) of the Osceola Water Works Rules & Regulations. The proposed changes have been reviewed and approved by Legal Counsel. After discussion, Board Member Bishop motioned and Board Member O'Hair seconded the motion to approve the amendment as presented. Roll Call of the Vote was:

Ayes: Bishop, O'Hair, Kooiker, Kale

Nays: None

Absent: Ramos

Motion Passed

Resolution No: 2025-20

Superintendent Brandon Patterson presented information on the Water Works Facility Plan and future footprint at 208 W Jefferson St and the adjacent property at 202 W Cherry Dr., Osceola, IA. After discussion, Mr. Patterson is to schedule a meeting between 2 Board Members, the Osceola City Administrator, the Mayor of Osceola, the property owner James Shelton, and Brandon Patterson.

Superintendent Brandon Patterson presented information to the Board regarding staffing, retention and compensation following the results of Employee Performance Evaluations. Mr. Patterson also presented to the Board pay comparisons completed from other utilities. Mr. Patterson recommended a promotion and increase effective immediately for Ana Landeros from Office Associate to Utility Support Specialist at rate of \$21.97 to \$22.97. Mr. Patterson stated two positions have low compensation when compared to neighboring utilities and recommend a larger increase for those two positions to remain competitive with market conditions. Recommend compensation changes based off of performance evaluations and pay comparisons effective July 1, 2025, for the following: C Gallup: \$34.73 to \$36.13, T Masters: \$21.25 to \$21.99, C Fluckey \$28.25 to \$29.33, B Fluckey \$19.00 to \$19.63, R Robertson \$30.48 to \$31.63, D Snyder \$28.77 to \$31.65, S Handsaker \$25.89 to \$26.96, D Eckhardt \$21.50 to \$22.38, R Hill \$16.54 to \$17.37, P Snyder \$31.15 to \$34.27, A Landeros \$22.97 to \$24.04, S Santoyo \$20.00 to \$20.90. After discussion, Board Member Bishop made a motion and Board Member O'Hair seconded the motion to approve compensation and staffing changes as presented. Roll Call of the Vote was:

Ayes: Bishop, O'Hair, Kooiker, Kale

Nays: None

Absent: Ramos

Motion Passed

Water Superintendent Report: Water Superintendent Brandon Patterson reported the Water Level of West Lake is at 1071.20 ft, 1.5 ft below the spillway overflow. Last year the level was more than 5 feet lower. Carbon Filter exchange at the Water Treatment plant is scheduled for May 6th. Staff continues with Hydrant Flushing and Changing out Water Meters. A model of the new meters was presented with a mechanism that will be installed to prevent meter tampering. High School Science students from 9th – 12th grades toured the Water Treatment Plant last week. The Street Scape Project

is progressing, and N Main St from Washington to Jefferson will close on May 12th. The Water Rate Study is in progress and should have a draft report for the June meeting. The Water Rate Study is to insure the practice of Fiscal Responsibility to the community. Lead Line Replacement Project: A few addresses have been identified that the water service material is unknown. If a property address is not included in the Lead Line Inventory that we submit and later discovered as lead, the costs of that replacement will be bore on the property owner. Additional communication is forthcoming for those unknown addresses. CCRC update: A Programmatic Plan has been signed and the EIS Draft plan is in the review process. Hopeful to have a signed/approved plan by early 2026. The next CCRC meeting will be held May 27th at the CCDC offices at 9:30 a.m. All staff is very busy and we are very proud of how well everyone is working together.

Board Chairperson Kale presented the consent agenda. Board Member Bishop 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 April 10, 2025, Aging Report, YTD Budget, and the following Bills and Claims:

Advantage Group	Payroll	\$1,071.44
Agsource Laboratories	Lab Testing	\$159.00
Ahlers Cooney Attorneys	Legal	\$63.00
Assurity	Payroll	\$292.64
Badger Meter	Services	\$197.98
Bobs Auto Supply	Services	\$15.96
Brett Street Power Washing	Services	\$30.00
Bud Jones Construction	Services	\$2,169.00
Card Member Services	Services	\$3,987.68
Casey's General Stores	Fuel	\$623.90
Centerpoint Energy Services	Utilities	\$2,853.86
Central Iowa Fasteners	Services	\$555.00
Chem-sult, Inc.	Chemicals	\$44,613.26
Cintas First Aid & Safety	Services	\$134.52
City of Osceola	Monthly Collections	\$257,756.39
City of Osceola-Health	Health Insurance	\$16,742.32
Core & Main LP	Services	\$8,572.10
Creston Publishing Co	Communications	\$273.55
D&D Pest Control	Services	\$85.00
Des Moines Water Works	Services	\$1.50
Donnie McGee	Services	\$2,800.00
Electric Pump	Services	\$2,183.00
Fareway Stores	Services	\$6.76
FP Finance	Services	\$207.10
Hach Company	Chemicals	\$2,553.09
Hawkins	Chemicals	\$3,784.20
Highway Lumber	Services	\$149.97
I & S Group, Inc.	Services	\$237.50
IA Dept of Human Services	Payroll	\$1,050.69
Ideal Ready Mix Co	Services	\$1,214.50
Illinois Mutual	Payroll	\$579.48
Internal Revenue Service	Taxes	\$9,113.11
IA Dept of Revenue	Taxes	\$1,363.39
IPERS	Payroll	\$8,998.51
JP Auto	Services	\$16.19
Metering & Technology Solution	Services	\$-10,870.40
Midwest Office Technology	Office Operations	\$179.19
Municipal Management Corp	Services	\$1,800.00
Municipal Supply, Inc.	Services	\$3,250.31
Mutual of Omaha	Insurance	\$119.31
Niemann Ace	Services	\$362.74
Osceola Chamber Mainstreet	Membership	\$175.00
Osceola Farm & Home	Services	\$254.50

Osceola Sentinel Tribune	Subscription	\$54.00
Reynoldson & Van Werden	Services	\$450.00
Shazam	Services	\$25.00
Solutions	Office Supplies	\$277.04
Spoke Communications, LLC	Communications	\$1,300.00
Star Equipment, Ltd	Services	\$212.09
State Hygenic Laboratory	Services	\$223.50
U.S. Cellular	Services	\$386.37
USA Bluebook	Services	\$3,122.52
Utility Equipment Co.	Services	\$6,070.95
Veenstra & Kimm, Inc	Services	\$20,522.09
Windstream	Services	\$520.62

Total Accounts Payable \$402,890.42

Margie Cannon	UB Refund	\$64.94
Samuel Dean	UB Refund	\$89.64
Yasmani Hernandez	UB Refund	\$14.02
Lemay Perez Sagarra	UB Refund	\$83.83
Carlos Ruiz	UB Refund	\$54.20
Zinedine Saavedra	UB Refund	\$53.27
Jose Agustin Sanchez	UB Refund	\$56.32
Jhovany Soto	UB Refund	\$59.22
Dakota Wagner	UB Refund	\$9.80
Kerri Wells	UB Refund	\$93.74

Total Refunds \$578.98

Total Payroll \$30,279.58

Total Paid \$433,748.98

Roll call of the vote was:

Ayes: Bishop, Kooiker, Kale, O'Hair

Nays: None

Absent: Ramos

Motion Passed

Utility Business Director Report: Business Director Patti Snyder reported the 2024 Water Quality Report (CCR) has been posted to the osceolawaterworks.com website and a link to the report was noted on the monthly utility statements on May 1st, 2025. There were 24 shut-offs due to non-payment on April 28th, 2025 and 3 remain off today. A letter was sent out with Penalty/Disconnect notices indicating that Rule #4 will be adhered to and one telephone call will be made to the customer of a commercial account the day before the service is subject to disconnection. Posts were also made on Facebook and Osceolawaterworks.com regarding the date for shut-offs due to non-payment. Meter Change-outs were discussed and some organizational suggestions made.

Board Member Reports: Board Members O'Hair, Kooiker, and Bishop had nothing to report. Chairperson Kale would like to remind the Community to continue to be mindful of water consumption and that we cannot get complacent.

There being no further business to discuss, Board Member Bishop motioned to adjourn the meeting and Board Member Kooiker seconded the motion at 7:19 p.m.

Ayes: Bishop, Kale, O'Hair

Nays: None

Absent: Ramos

Motion Passed

The next regular meeting of the Osceola Water Board will be held on June 5th, 2025, at 5:30 p.m. 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