

OSCEOLA WATER BOARD  
MEETING MINUTES  
JULY 14, 2025  
(UNAPPROVED)

The Osceola Water Works Board of Trustees met for the regularly scheduled meeting on Monday, July 14, 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, and Board Member Sandra Ramos was absent. Also present from Osceola Water Works were Superintendent Brandon Patterson, Business Director Patti Snyder, as well as Randy Johnson and Libby Patton-Veenstra & Kimm, Inc., Sharon Clark-Spoke Communications, LLC, and Andrew Clark-CCDC.

Board Member Bishop motioned to approve the Agenda and Board Member Kooiker 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.

Engineering Report: Randy Johnson of Veenstra & Kimm, Inc. gave a report on the Central Business Street Scape Project. Veenstra & Kimm, Inc. is working on a Water Rate Study for presentation to the Board in August.

Randy Johnson and Libby Patton of Veenstra & Kimm, Inc. presented the Emergency Response Plan for Severe Drought Conditions.

After a lengthy discussion of the Emergency Response Plan, Board Member Bishop made a motion to approve and submit the ERP to the IDNR as it is written and to review the plan after receiving comments from the IDNR. Board Member Kooiker seconded the motion. Roll Call of the vote was:

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

No action was taken on the Preliminary Engineering Report (PER) to address Strategies to Cope with Declining Source Water. Additional items were discussed to be included and the final report will be presented to the Board for approval at a later date, prior to submission to the IDNR.

Water Superintendent Report: Water Superintendent Brandon Patterson reported the Water Level of West Lake is at 1072.70 ft or full. Spoke Communications, LLC assisted in publishing an article about the 1<sup>st</sup> phase of a multi-year Water Main Replacement project that will start at the end of the month. Rate increases help with infrastructure replacement and repairs and 10-11 blocks of Main have been identified based on historical data. Projects in development were discussed.

Mr. Patterson also informed the Water Board that the purchased lot has been cleaned up and rock put down. Water meter change-outs continue and training for the tracking software is scheduled for July 22<sup>nd</sup> and 23<sup>rd</sup>. An update on the Clarke County Reservoir indicates that Clarke County had the highest add-ons for SIRWA from 2020-2024. Further updates on revisions of the Plan EIS being sent to NRCS for Programmatic Review are expected and hopeful to have a signed plan the 1<sup>st</sup> quarter of 2026.

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 June 6, 2025, Aging Report, YTD Budget and the following Bills and Claims:

Advantage Group

Payroll

\$1,071.44

|                                |                     |              |
|--------------------------------|---------------------|--------------|
| Agsource Laboratories          | Lab Testing         | \$87.00      |
| Assurity                       | Payroll             | \$365.80     |
| Badger Meter                   | Services            | \$186.56     |
| Brett Street Power Washing     | Services            | \$30.00      |
| Card Member Services           | Services            | \$2,653.70   |
| Casey's General Stores         | Fuel                | \$603.32     |
| Centerpoint Energy Services    | Utilities           | \$890.87     |
| Central Iowa Fasteners         | Services            | \$40.15      |
| Chem-sult, Inc.                | Chemicals           | \$67,407.11  |
| Cintas First Aid & Safety      | Services            | \$108.63     |
| City of Osceola                | Monthly Collections | \$264,948.18 |
| City of Osceola-Health         | Health Insurance    | \$17,602.37  |
| Communications Solutions       | Services            | \$5,021.07   |
| Country Concrete               | Services            | \$1,925.20   |
| Creston Publishing Co          | Communications      | \$284.67     |
| D&D Pest Control               | Services            | \$85.00      |
| D&R Feed, Inc.                 | Services            | \$162.50     |
| DRG Services                   | Deposit Refund      | \$2,300.00   |
| Electric Pump                  | Services            | \$21,602.53  |
| Fareway Stores                 | Services            | \$26.68      |
| Fleetside Ford                 | Services            | \$664.85     |
| CSG Forte Payments, Inc.       | Services            | \$460.75     |
| FP Finance                     | Services            | \$207.10     |
| Grainger                       | Services            | \$11.68      |
| Hawkins                        | Chemicals           | \$3,774.20   |
| Highway Lumber                 | Services            | \$30.25      |
| Hotsy Cleaning Systems         | Services            | \$208.00     |
| IA Dept of Human Services      | Payroll             | \$1,751.15   |
| Ideal Ready Mix Co             | Services            | \$703.25     |
| Illinois Mutual                | Payroll             | \$579.48     |
| Internal Revenue Service       | Taxes               | \$16,250.44  |
| IA Dept of Revenue             | Taxes               | \$1,456.69   |
| Iowa Rural Water Association   | Services            | \$2,280.51   |
| IPERS                          | Payroll             | \$9,442.35   |
| JP Auto                        | Services            | \$61.99      |
| KD Tires, LLC                  | Services            | \$70.00      |
| McMaster-Carr                  | Services            | \$21.49      |
| Mellen & Associates, Inc.      | Services            | \$1,075.45   |
| Metering & Technology Solution | Services            | \$-10,870.40 |
| Midwest Office Technology      | Office Operations   | \$181.67     |
| Municipal Supply, Inc.         | Services            | \$15,988.64  |
| Mutual of Omaha                | Insurance           | \$119.31     |
| Niemann Ace                    | Services            | \$606.20     |
| O'Reilly Auto Parts            | Services            | \$139.79     |
| Onsite Service Solutions, LLC  | Services            | \$2,002.50   |
| Osceola Farm & Home            | Services            | \$580.18     |
| Schildberg Construction Co     | Services            | \$1,487.15   |
| Shazam                         | Services            | \$25.00      |
| Snyder Plumbing, LLC           | Services            | \$312.40     |
| Solutions                      | Office Supplies     | \$200.26     |
| Spoke Communications, LLC      | Communications      | \$1,300.00   |
| State Hygenic Laboratory       | Services            | \$63.50      |
| Treasurer of State             | Excise Tax          | \$17,821.63  |
| U.S. Cellular                  | Services            | \$386.41     |
| UMB Bank NA                    | Services            | \$250.00     |
| USA Bluebook                   | Services            | \$2,096.04   |

|                      |                        |              |
|----------------------|------------------------|--------------|
| Veenstra & Kimm, Inc | Services               | \$41,591.67  |
| Windstream           | Services               | \$640.69     |
|                      | Total Accounts Payable | \$501,375.05 |
| Aleshia Bohall       | UB Refund              | \$150.00     |
| Aleshia Bohall       | UB Refund              | \$167.35     |
| Levi James Dugger    | UB Refund              | \$107.40     |
| Seth Gray            | UB Refund              | \$60.40      |
| Katilyn Homeister    | UB Refund              | \$37.36      |
| Wyatt Johnson        | UB Refund              | \$68.03      |
| Leslie Keller        | UB Refund              | \$4.46       |
| Dusniel Legra Tamayo | UB Refund              | \$72.89      |
| Zachary Miller       | UB Refund              | \$52.76      |
| Nathali Ortega       | UB Refund              | \$77.68      |
| Colton Pritchard     | UB Refund              | \$75.19      |
| Yeider Quesada       | UB Refund              | \$23.21      |
| Brooke Shannon       | UB Refund              | \$30.68      |
| Courtney Sykes       | UB Refund              | \$23.52      |
| Francisco Vargas     | UB Refund              | \$6.17       |
| Kelsi Whirrett       | UB Refund              | \$32.75      |
|                      | Total Refunds          | \$989.85     |
|                      | Total Payroll          | \$53,662.21  |
|                      | Total Paid             | \$556,027.11 |

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 there were 21 shut-offs due to non-payment on June 30th, 2025 and 2 remain off today. Reminder posts were also made on Facebook and Osceolawaterworks.com regarding the date for shut-offs due to non-payment.

At 7:25 p.m., Board Member Bishop motioned and Board Member Kooiker seconded the motion to go into Closed Session as requested to evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation. At 8:05 p.m., Board Member Bishop motioned and Board Member Kooiker seconded to exit closed session. Roll Call of the vote was:

Ayes: Kooiker, Bishop, O'Hair, Kale

Nays: None

Absent: Ramos

Motion Passed

Board Chairperson Kale opened the discussion regarding Water Superintendent's annual evaluation. After Discussion, Board Member Bishop motioned to approve a 5% increase in the Water Superintendents annual compensation effective July 1, 2025. Board Member Kooiker seconded the motion. Roll Call of the vote was:

Ayes: Bishop, Kooiker, O'Hair, Kale.

Nays: None

Absent: Ramos

Motion Passed

There being no further business to discuss, Board Member Bishop motioned to adjourn the meeting and Board Member Kooiker seconded the motion at 8:10 p.m.

Ayes: Kooiker, Bishop, O'Hair, Kale

Nays: None

Absent: Ramos

Motion Passed

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

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

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