

OSCEOLA WATER BOARD
MEETING MINUTES
OCTOBER 2, 2025
(UNAPPROVED)

The Osceola Water Works Board of Trustees met for the regularly scheduled meeting on Thursday, October 2, 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, Sarah O’Hair, Sandra Ramos, and John Kooiker. Also present were Superintendent Brandon Patterson and Business Director Patti Snyder of Osceola Water Works, Sharon Clark of Spoke Communications, LLC, Andrew Clark of CCDC, and Randy Johnson & Libby Patton of Veenstra & Kimm, Inc.

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

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

Chairperson Kale opened the opportunity for Citizens to Address the Board. Randy Johnson from Veenstra & Kimm, Inc addressed the board and gave an update on the City Central Business District Project. Questions of the Board Members were answered and the projected completion date is June 15, 2026.

Water Superintendent Brandon Patterson presented a Resolution for Ratification of Termination of the Water Treatment Plant Planning & Design Agreement with Veenstra & Kimm, Inc. Veenstra & Kimm, Inc. was given verbal notification on 9/25/25, followed by written notification from the Water Works attorney to Terminate the agreement in 7 days without cause. Veenstra & Kimm, Inc have stopped all work on this project as of 9/25/25. As email approval was previously received from Board Members, this Resolution was needed for Ratification. Clarification was made that Veenstra & Kimm, Inc. will continue to work on completing the other projects for Osceola Water Works as previously agreed. After further discussion Board Member Bishop made the motion and Board Member Kooiker seconded the motion for Termination of the Agreement for Water Treatment Plant Planning & Design with Veenstra & Kimm, Inc. as presented. Roll Call of the vote was:

Ayes: O’Hair, Kooiker, Ramos, Bishop, and Kale
Nays: None
Motion Passed
Resolution No. 2025-26

Randy Johnson & Libby Patton of Veenstra & Kimm, Inc. presented the Preliminary Engineering Report (PER) to address longer-term strategies to cope with declining source water for submission to IDNR as part of the Emergency Response Plan per requirements of the Operating Permit of Osceola Water Works. Board Member Bishop approved to submit the PER after all edits have been made as discussed and Board Member O’Hair seconded the motion. Roll Call of the vote was:

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

Randy Johnson of Veenstra & Kimm, Inc. presented a Resolution Ordering Construction of Certain Public Improvements, Approving Preliminary Plans, and Fixing a Date for Public Hearing and Taking of Bids for Lead Service Line Replacement Phase I. The Final address list and KMZ file have been submitted for the Lead Service Line Project. A notice to bidders shall be completed with final date to receive bids on November 18, 2025. A Public Meeting date was set for December 4, 2025 at 5:30 P.M., for the opening of bids. After discussion, Board Member Bishop made a motion to approve the Resolution as presented and Board Member Ramos seconded the motion. Roll Call of the vote was:

Ayes: O’Hair, Kooiker, Ramos, Bishop, and Kale
Nays: None
Motion Passed
Resolution No. 2025-27

Water Superintendent Brandon Patterson presented a map and information for a proposed Water Main Extension Project on E. Jefferson St., Osceola, IA 50213. This project will extend the newly installed water main from the mid-block of E. Jefferson to Park Street to create a loop which will increase water quality and provide redundancy in that area. Mr. Patterson stated he recommends completing this project now while the concrete is removed as part of the city streetscape project. The estimated cost of this project is between \$45,000 and \$50,000. Engineering costs by Veenstra & Kimm, Inc. are estimated at \$2,000.00. After discussion, Board Member Bishop made a motion to approve the Water Main Extension as presented and Board Member Ramos seconded the motion. Roll Call of the vote was:

Ayes: O’Hair, Kooiker, Ramos, Bishop, and Kale

Nays: None

Motion Passed

Water Superintendent Brandon Patterson presented an Agreement from Municipal H2O for AWIA Compliance to Develop a Risk & Resilience Assessment Plan Update and Emergency Response Plan Services for the Water Treatment Plant in the amount of \$12,500.00. This is a requirement to be submitted every 5 years and, in the future, staff will likely be able to complete this requirement without using an outside vendor. After discussion, Board Member O’Hair motioned to approve the agreement and Board Member Kooiker seconded the motion. Roll Call of the Vote was:

Ayes: O’Hair, Kooiker, Ramos, Bishop, and Kale

Nays: None

Motion Passed

Water Superintendent Report: Water Superintendent Brandon Patterson reported that West Lake level is currently at 1071.66, full pool is at 1072.70. Earlier in September, an article was done on the Garfield Water Main Project, an article regarding Free Chlorine will be published next week, and an article regarding the (2) Job Openings at Osceola Water Works is forthcoming. The Garfield Street Water Main Replacement project where Water Works staff worked with Bud Jones Construction is almost complete, seeding should be finishing up in the next week weather permitting. Water Works staff continues to provide assistance on the square project pertaining to the water main portion and is providing information to Insurance companies regarding a water main connection incident.

Board Chairperson Kale presented the consent agenda. Board Member Bishop motioned and Board Member Ramos seconded the motion to approve the consent agenda as presented. The consent agenda included minutes from the regular Board Meeting held on September 4th, 2025, Aging Report, YTD Budget and the following Bills and Claims:

Advantage Group	Payroll	\$1,071.44
Agsources Laboratories	Lab Testing	\$120.25
American Water Works Association	Services	\$450.00
Assurity	Payroll	\$365.80
Badger Meter	Services	\$360.38
Blakely Tree Service	Services	\$3,900.00
Bob’s Auto Supply	Services	\$49.41
Brett Street Power Washing	Services	\$30.00
Bud Jones Construction	Services	\$5,859.40
Card Member Services	Services	\$1,181.95
Casey’s General Stores	Fuel	\$1,064.19
Centerpoint Energy Services	Utilities	\$62.77
Chem-sult, Inc.	Chemicals	\$61,113.74
Chestnut Lawn & Landscape	Services	\$451.00
Cintas First Aid & Safety	Services	\$184.39
City of Osceola	Monthly Collections	\$284,211.72
City of Osceola-Health	Health Insurance	\$17,943.29
Clarke County Treasurer	Taxes	\$638.00
Communications Solutions of IA	Services	\$876.15
Core & Main	Services	\$117.80
Creston Publishing Company	Services	\$3.49
D&D Pest Control	Services	\$85.00
Des Moines Water Works	Services	\$129.90
Electric Pump	Services	\$5,881.02

Fareway Stores	Services	\$11.79
CSG Forte Payments, Inc.	Services	\$473.25
FP Finance	Services	\$207.10
Hawkins	Chemicals	\$3,784.20
Highway Lumber	Services	\$10.99
IA Dept of Human Services	Payroll	\$1,078.16
Ideal Ready Mix Co	Services	\$23,991.89
Illinois Mutual	Payroll	\$579.48
Internal Revenue Service	Taxes	\$13,751.90
IA Dept of Revenue	Taxes	\$1,546.35
Iowa Fire Equipment Company	Services	\$793.50
Iowa One Call	Services	\$95.90
IPERS	Payroll	\$9,863.89
Jensen Promotions, LLC	Services	\$220.00
KD Tires, LLC	Services	\$35.00
Mellen & Associates, Inc.	Services	\$2,739.88
Metering & Technology Solution	Services	\$9,579.14
Midwest Office Technology	Office Operations	\$251.29
Miller Enterprises, LLC	Services	\$312.91
Municipal Pipe Services, Inc.	Services	\$9,600.00
Municipal Supply, Inc.	Services	\$4,144.64
Mutual of Omaha	Insurance	\$119.31
Niemann Ace	Services	\$196.19
Norris Asphalt Paving Co, LLC	Refund	\$2,300.00
O'Reilly Auto Parts	Services	\$12.07
Onsite Service Solutions, LLC	Services	\$2,002.50
Osceola Farm & Home	Services	\$1,533.99
Ferguson Enterprises/Pollard Water	Services	\$117.88
Schildberg Construction, Co	Services	\$881.82
Shazam	Services	\$25.00
Solutions	Office Supplies	\$230.10
Spoke Communications, LLC	Communications	\$1,300.00
State Hygenic Laboratory	Services	\$238.00
Storey Kenworthy	Services	\$191.37
Strange Electric & Performance	Services	\$432.67
U.S. Cellular	Services	\$386.32
USA Bluebook	Services	\$2,082.58
Veenstra & Kimm, Inc	Services	\$50,754.00
Wild Blue	Services	\$176.22
Windstream	Services	\$640.28
Ziegler, Inc.	Services	\$3,761.20

Total Accounts Payable \$536,603.85

Caleb Matthew Brandauer	UB Refund	\$51.45
Vilma Dementia	UB Refund	\$44.71
Laurissaint Enrilus	UB Refund	\$103.24
Shawn Fitzgerald	UB Refund	\$65.03
Gleymi Hernandez	UB Refund	\$200.00
Min Sin Khaing	UB Refund	\$95.92
Daily Kuiland	UB Refund	\$108.92
Stephanie Mainord	UB Refund	\$53.50
Brisa Martinez	UB Refund	\$92.86
Daynier Mesa	UB Refund	\$28.11
Giselle Muza	UB Refund	\$223.55
Johanna Olson	UB Refund	\$162.50

Flaviana Perez	UB Refund	\$45.04
Vianisley Perez	UB Refund	\$72.72
Elizabeth Simpson	UB Refund	\$38.68

Total Refunds	\$1,386.23
Total Payroll	\$45,099.32
Total Paid	\$583,089.40

Roll call of the vote was:

Ayes: O’Hair, Kooiker, Ramos, Bishop, and Kale

Nays: None

Motion Passed

Utility Business Director Report: Business Director Patti Snyder reported there were 61 shut-offs due to non-payment on September 29th, 2025 at 8am and 18 actual shut-offs at 10:30am, 24 payment arrangements were made. We are continuing to search for an alternative WiFi-Broadband provider for reliable services at the Water Treatment Plan. Star Link has been a recommendation and we are gathering more information. Auditors were here on September 8th & 9th. Ana is out on Maternity Leave and we have contacted Maria Avalos for some possible assistance for the really busy days.

Board Member Reports: Board Members Bishop, O’Hair, Ramo and Kooiker had no comments. Board Member Kale would like the community to know that due to the current federal government shutdown, all work with the NRCS related to the Reservoir Project is temporarily on hold. The Osceola Water Board remains committed to moving this important project forward as soon as federal operations resume and will keep our community updated as developments occur. As always, please remain diligent as a community to practice conservative water habits.

There being no further business to discuss, Board Member Bishop motioned to adjourn the meeting and Board Member Ramos seconded the motion at 7:07 p.m.

Ayes: O’Hair, Kooiker, Ramos, Bishop, and Kale

Nays: None

Motion Passed

The next Osceola Water Works Board Meeting will be held Thursday, November 6th, 2025, 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