

OSCEOLA WATER BOARD
MEETING MINUTES
DECEMBER 4, 2025
(UNAPPROVED)

The Osceola Water Works Board of Trustees met for the regularly scheduled meeting on Thursday, December 4, 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, and John Kooiker. Board Member Sandra Ramos was absent. Also present were Superintendent Brandon Patterson, Business Director Patti Snyder of Osceola Water Works, Sharon Clark of Spoke Communications, LLC, Andrew Clark of CCDC, and Randy Johnson 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, Bishop, and 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 letters or emails had been received

Engineering Report: Randy Johnson from Veenstra & Kimm, Inc. reported on the Central Business District Project, Main Street walk-thru next week and should be open before the Christmas Holiday, the project remains on schedule for completion by June 15, 2026. Lead Line Investigation Project, Batch 1 is almost complete, quote opening for Batches 2 & 3 was Tuesday, December 2nd.

Water Superintendent Brandon Patterson presented a Resolution Awarding Contract for the Lead Service Line Investigation Project. The Lead Service Line Investigation Project is for identifying or potholing the materials at the property addresses that are unknown or thought to be lead or galvanized downstream from lead. The Engineer's Estimate on the project was \$87,000. Bids were opened and received on December 2nd, from 2 Contractors with the lowest in the amount of \$69,939.00 from Bud Jones Construction. Batch 1 potholing has revealed 10 lead and 8 galvanized out of 79 properties with approximately 20 addresses left on that list. Staff is going thru the list for Batch 1 and will be targeting water meter replacement to confirm the materials on those properties. Batch 2 & 3 have 227 properties to investigate for materials before the June, 2026 deadline. After discussion, Board Member Bishop made a motion to approve the Resolution as presented and Board Member Kooiker seconded the motion.

Roll Call of the vote was:

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

Nays: None

Absent: Ramos

Motion Passed

Resolution No. 2025-31

Business Director Patti Snyder presented a request for a leak adjustment and a copy of the repair receipt for 115 E. Ayers St. per Osceola Water Works Rules & Regulations, Rule #7 Water Leak Adjustment. After discussion, Board Member Bishop made a motion to issue an adjustment in the amount of \$142.21 to the water portion of the Utility bill. Board Member Kooiker seconded the motion. Roll Call of the vote was:

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

Nays: None

Absent: Ramos

Motion Passed

Business Director Patti Snyder presented a request for a leak adjustment and a copy of the repair receipt for 414 E. McLane St., per Osceola Water Works Rules & Regulations, Rule #7 Water Leak Adjustment. After discussion, Board Member Bishop made a motion to issue an adjustment in the amount of \$179.66 to the water portion of the Utility bill. Board Member O'Hair seconded the motion. Roll Call of the vote was:

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

Business Director Patti Snyder presented a request for a leak adjustment and a copy of the repair receipt for 209 E McLane St., per Osceola Water Works Rules & Regulations, Rule #7 Water Leak Adjustment. After discussion, Board Member Bishop made a motion to issue an adjustment in the amount of \$946.24 to the water portion of the Utility bill. The motion died due to lack of a 2nd. Patti will gather more information for additional discussion next month.

Water Superintendent Report: Water Superintendent Brandon Patterson reported that West Lake level is currently measuring at 1070.41, down 2.29 feet from full pool of 1072.70 and is closely monitored. Elevation is measured from the top of the spillway to the water pool. Water Works staff continues to provide assistance on the square project pertaining to the water main portion and the last 4 service line connections were found to be Lead. Water Works has an employment opportunity for a Water Treatment Plant Operator and the GIS/Operator position has been filled by Michael Hill. Budget for FY2026-2027 will be discussed at the January 8th meeting and preliminary budget reports should be sent out to Board Members on December 23rd. CCRC update: EPA has notified NRCS that the Notice of Availability for the Clarke County Water Supply Plan/EIS was published on November 21st, the comment period will end on December 22nd. Alisha Kale and John Kooiker have been re-appointed by the Mayor and approved by the Osceola City Council to serve 6-year terms on the Osceola Water Board.

Board Chairperson Kale presented the consent agenda. Board Member Bishop motioned and Board Member Kooiker seconded the motion to approve the consent agenda as presented. The consent agenda included minutes from the regular Board Meeting held on November 6th, 2025, Aging Report, YTD Budget, New Hire of Michael Hill at \$24.00/hr as well as the following Bills and Claims:

Advantage Group	Payroll	\$1,017.72
Agsourc Laboratories	Lab Testing	\$43.50
Air Filter Sales & Service	Services	\$692.73
Assurity	Payroll	\$365.80
Badger Meter	Services	\$171.95
Bud Jones Construction	Services	\$25,850.70
Card Member Services	Services	\$2,265.46
Casey's General Stores	Fuel	\$942.78
Centerpoint Energy Services	Utilities	\$60.83
Chem-sult, Inc.	Chemicals	\$43,556.21
Chestnut Lawn & Landscape	Services	\$485.00
City of Osceola	Monthly Collections	\$253,231.95
City of Osceola-Health	Health Insurance	\$19,444.58
Core & Main	Services	\$638.59
Country Concrete	Services	\$1,100.00
D&D Pest Control	Services	\$85.00
Dixon Engineering, Inc.	Services	\$9,450.00
Fareway Stores	Services	\$2.88
Fleetside Ford	Services	\$47,658.00
CSG Forte Payments, Inc.	Services	\$471.00
FP Finance	Services	\$372.35
Grainger	Services	\$60.92
Highway Lumber	Services	\$2.49
Hotsy Cleaning Systems	Services	\$617.40
I & S Group, Inc.	Services	\$95.00
IA Dept of Human Services	Payroll	\$438.48
Ideal Ready Mix Co	Services	\$2,937.38
Illinois Mutual	Payroll	\$1,170.06
IMWCA	Insurance	\$1,508.00

Internal Revenue Service	Taxes	\$12,645.11
IA Dept of Revenue	Taxes	\$1,498.16
Iowa One Call	Services	\$94.70
IPERS	Payroll	\$8,898.35
KD Tires, LLC	Services	\$30.00
Midwest Office Technology	Office Operations	\$315.39
Municipal Supply, Inc.	Services	\$1,489.36
Mutual of Omaha	Insurance	\$129.43
Niemann Ace	Services	\$280.21
O'Reilly Auto Parts	Services	\$73.44
Osceola Farm & Home	Services	\$547.55
Savage Grading & Underground	Services	\$1,350.00
Schildberg Construction, Co	Services	\$353.16
Shazam	Services	\$25.00
Solutions	Office Supplies	\$471.43
Spoke Communications, LLC	Communications	\$1,300.00
State Hygenic Laboratory	Services	\$781.50
Strange Electric & Performance	Services	\$275.00
Travis Mechanical & Controls	Services	\$2,476.16
U.S. Cellular	Services	\$386.49
UMB Bank, NA	Bond Interest	\$50,950.00
USA Bluebook	Services	\$1,722.25
Utility Technologies, LLC	Services	\$8,540.00
Veenstra & Kimm, Inc	Services	\$17,465.00
Windstream	Services	\$642.09

Total Accounts Payable \$527,476.54

Lianet Acosta	UB Refund	\$103.96
Brandy Darr	UB Refund	\$67.35
Yamilka Del Sol Gonzalez	UB Refund	\$106.82
Jorge Castaneda Hernandez	UB Refund	\$7.05
Tiana Herzberg	UB Refund	\$66.69
Hector Hugo Lopez Jimenez	UB Refund	\$62.53
Allen Monroe	UB Refund	\$91.99
Lexie Penick	UB Refund	\$69.38
Humberto Rosabal	UB Refund	\$123.12
Sherri Sayre	UB Refund	\$66.78
Zeja Shannon	UB Refund	\$6.94
Vilma D Thomblison Rojas	UB Refund	\$44.71
Jessie Uhlenhopp	UB Refund	\$41.91

Total Refunds	\$859.23
Total Payroll	\$40,701.72
Total Paid	\$569,037.49

Roll call of the vote was:

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

Utility Business Director Report: Business Director Patti Snyder reported there were 13 shut-offs due to non-payment on December 4th, 2025 at 8am. As Brandon indicated, FY 2027 Preliminary Budget and Capital Projects should be to Board Members on December 23rd for discussion at the January meeting.

Board Member Reports: Board Members O’Hair, Bishop, Kooiker and Kale would like to wish everyone a Happy and Safe Holiday Season. Board Member Kooiker mentioned the article in the Osceola Sentinel & Tribune regarding Protecting Your Home From Frozen Pipes and Water Meter Damage during Extreme Cold. Board Member Kale would like to remind the community that West Lake is down 2.29 feet and to continue practicing conservation and to be mindful that we are all in this together, and for SIRWA customers to also practice conservation.

There being no further business to discuss, Board Member Bishop motioned to adjourn the meeting and Board Member O’Hair seconded the motion at 6:35 p.m.

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

Nays: None

Absent: Ramos

Motion Passed

The next Osceola Water Works Board Meeting will be held Thursday, December 11th, 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