

OSCEOLA WATER BOARD
MEETING MINUTES
JUNE 4, 2026
(UNAPPROVED)

The Osceola Water Works Board of Trustees met for the regularly scheduled meeting on Thursday, June 4, 2026. This being the time and place as legally posted; the meeting was called to order at 5:30 P.M. by Vice-Chairperson Larry Bishop. The following Board Members were present: Larry Bishop and Sara O’Hair, and via Telephone: John Kooiker, Alish Kale and Sandra Ramos. Also present were Superintendent Brandon Patterson, Business Director Patti Snyder, Utility Office Coordinator Kelley Luce, as well as Sharon Clark of Spoke Communications, LLC, and Andrew Clark of CCDC.

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

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

Vice-Chairperson Bishop opened the opportunity for Citizens to Address the Board. Sharon Clark of Spoke Communications, LLC reported that (1) Article was published in May regarding Rain barrels and updated on the possible topics for June publications.

Superintendent Brandon Patterson opened the discussion regarding a Resolution to Approve and Submit a State Revolving Fund (SRF) Loan Application for Planning & Design of the Water Treatment Plant in the amount of \$2,500,000.00. After discussion, Board Member Kale made a motion to approve and submit the SRF Water Treatment Plant Loan Application. Board Member Ramos seconded the motion. Roll call of the vote was:

Ayes: Kale, O’Hair, Kooiker, Ramos, and Bishop
Nays: None
Motion Passed
Resolution No: 2026-08

Superintendent Brandon Patterson opened the discussion regarding the 4th Amendment to Tower and Ground Space Lease with T-Mobile Central LLC previously known as US Cellular on the Central Water Tower. Dixon Engineering will provide oversite for all Equipment Upgrades and T-Mobile is responsible for all costs. It is anticipated that changes will occur during 3rd Qtr., 2026. After discussion, Board Member Kale made a motion to approve the 4th Amendment to the Lease agreement with T-Mobile bearing the costs associate with the Upgrade. Board Member Sara O’Hair seconded the motion. Roll call of the vote was:

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

Superintendent Brandon Patterson opened the discussion regarding an Agreement with Spoke Communications, LLC for publication of an Annual Newsletter. Cost comparisons were discussed as well as details for content, design and distribution. Roll call of the vote was:

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

Utility Business Director Patti Snyder presented a Resolution to Amend Osceola Water Works Rules & Regulations, Rule #25: Service Line Requirements by adding a Construction/Remodel Water Meter Permit where Contractors that have a building permit would be able to pay for actual water and sewer without being charged a minimum fee during the construction process. After discussion, Board Member Kale made a motion to approve the Amendment as presented and Board Member O’Hair seconded the motion. Roll call of the vote was:

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

Nays: None
Motion Passed

Resolution No: 2026-09

Utility Business Director Patti Snyder presented a Resolution Regarding Transfer of Funds from Operating Fund to Sinking Fund for Water Revenue Bond, Issued in 2017 in the amount \$22,650.00/month. After discussion, Board Member Kale made a motion to approve the transfer from Operating to Sinking as presented and Board Member O’Hair seconded the motion. Roll call of the vote was:

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

Resolution No: 2026-10

Utility Business Director Patti Snyder presented a Resolution Regarding Transfer of Funds from Operating Fund to Sinking Fund for Water Revenue Bond, Issued in May, 2025 in the amount \$1,215.15/month. After discussion, Board Member O’Hair made a motion to approve the transfer from Operating to Sinking as presented and Board Member Kale seconded the motion. Roll call of the vote was:

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

Resolution No: 2026-11

Water Superintendent Report: Water Superintendent Brandon Patterson would like to introduce and welcome Kelley Luce as Utility Office Coordinator to the Water Works team. West Lake level is slightly below full pool. Update on Projects: Square is on-track for completion and final walk-through is scheduled for June 16th. A Site-survey will be happening at the Water Treatment Plant with Jar Testing to be completed this week. Members of the Water Board will be meeting on Wednesday, June 10th at 9am, for a Facility Tour. There was 1 water main break in the 200 Block of North Lincoln, the area that will be next for Water Main Replacement. A final FY 2026 Capital Project for replacing drains, downspouts and concrete is underway. Meter change outs continue and the importance of meter pits was discussed. The Lead Line Replacement project began with 348 Unknown, Lead or Galvanized downstream from lead services addresses, after completing the potholing investigations, the number is down to 161 and we have some questions for V&K. CCRC update: a meeting is scheduled for June 11th with NRCS to discuss the next steps. It is hopeful to have a Signed, Final Plan-EIS by Summer of 2026.

Board Vice-Chairperson Bishop presented the consent agenda. Board Member Kale 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 May 7th, 2026, Aging Report, YTD Budget, as well as the following Bills and Claims:

Advantage Group	Payroll	\$1,063.52
Agsources Laboratories	Lab Testing	\$91.50
Assurity	Payroll	\$292.64
Badger Meter	Services	\$169.56
Bud Jones Construction, Inc.	Services	\$2,351.16
Card Member Services	Services	\$2,306.29
Casey’s General Stores	Fuel	\$863.17
Centerpoint Energy Services	Utilities	\$1,128.85
Central Iowa Fasteners	Services	\$129.80
Chem-sult, Inc.	Chemicals	\$45,432.76
Cintas First Aid & Safety	Services	\$84.58
City of Osceola	Monthly Collections	\$259,669.49
City of Osceola-Health	Health Insurance	\$21,461.84
Polk County Sheriff	Garnishment	\$302.83
Communications Solutions	Services	\$1,616.77

Core & Main, LP	Services	\$6,920.45
Creston Publishing Company	Services	\$210.79
Des Moines Water Works	Lab Testing	\$-362.70
Elder Corporation	Services	\$5,895.00
Electric Pump	Services	\$19,625.00
Fareway Stores	Services	\$11.76
CSG Forte Payments, Inc.	Services	\$488.00
FP Finance	Services	\$320.35
Grainger	Services	\$471.23
Hawkins	Services	\$3,774.20
HDR Engineering, Inc.	Services	\$78,927.00
IA Dept of Human Services	Payroll	\$438.48
Illinois Mutual	Payroll	\$536.28
IMWCA	Services	\$3,924.00
Internal Revenue Service	Taxes	\$13,293.84
IA Dept of Revenue	Taxes	\$1,778.43
Iowa One Call	Services	\$103.80
IPERS	Payroll	\$11,754.48
JP Auto	Services	\$97.16
KD Tires, LLC	Services	\$25.00
Mellen & Associates	Services	\$2,869.45
Midwest Office Technology	Office Operations	\$248.37
Municipal H2O	Services	\$4,200.00
Municipal Supply, Inc.	Services	\$25,030.00
Municipal Management Corp	Services	\$1,800.00
Mutual of Omaha	Insurance	\$129.43
Niemann Ace	Services	\$425.69
O'Reilly Auto Parts	Services	\$66.35
Onsite Service Solutions, LLC	Services	\$2,072.50
Osceola Farm & Home	Services	\$1,704.50
Ferguson Enterprises LLC	Services	\$270.00
Roof, Gerdes, Erlbacher	Services	\$4,995.00
Shazam	Services	\$25.00
Solutions	Office Supplies	\$488.51
Spoke Communications, LLC	Communications	\$1,300.00
State Hygenic Laboratory	Services	\$983.00
U.S. Cellular	Services	\$368.33
UMB Bank NA	Bond Pmt	\$220,950.00
USA Bluebook	Services	\$2,226.31
Veenstra & Kimm, Inc.	Services	\$7,485.00
Windstream	Services	\$776.12

Total Accounts Payable \$763,610.87

Kade Barrick	UB Refund	\$138.29
Hailey Clendenen	UB Refund	\$116.44
Alex Courtney	UB Refund	\$29.29
Lori Ann Mundy	UB Refund	\$35.41
Dalton Winship	UB Refund	\$139.03

Total Refunds	\$458.46
Total Payroll	\$44,313.38
Total Paid	\$808,382.71

Roll call of the vote was:

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

Nays: None

Motion Passed

Utility Business Director Report: Business Director Patti Snyder reported there were 21 shut-offs with 4 still disconnected due to non-payment on June 2nd, 2026. Kelley is doing a great job as well as Ana in the training process. The July 2026 edition of Quench Magazine will be sent out in Mid-June to Osceola Water Works Customers.

Board Member Reports: Board Member O'Hair would like to say, "Welcome" to Kelley and "Thankyou" to the staff at Osceola Water Works. Board Member Kooiker would like to see more information on the Nitrate levels before and after a rain and how much additional testing of West Lake will cost, Brandon will bring that information to the next meeting. Board Member Kale and Ramos had nothing to report. Board Member Bishop reported about Princeton, Iowa drilling a well that DNR did not approve and wants to be sure the Reservoir is properly tested during construction.

There being no further business to discuss, Board Member O'Hair motioned to adjourn the meeting and Board Member Ramos seconded the motion at 6:32 p.m.

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

Nays: None

Motion Passed

The next Osceola Water Works Board of Trustees Meeting will be held Thursday, July 2nd, 2026, at 5:30 P.M. at the Osceola Water Works, 208 W Jefferson, Osceola, IA 50213.

Larry Bishop, Vice-Chairperson

Attest: _____
Patti Snyder, Utility Business Director