

OSCEOLA WATER BOARD
MEETING MINUTES
OCTOBER 8, 2026
(UNAPPROVED)

The Osceola Water Works Board of Trustees met for the regularly scheduled meeting on Thursday, October 8, 2026. 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, Sara O'Hair, and John Kooiker. Board Member Sandra Ramos was absent. Also present were General Manager Brandon Patterson, Utility Business Director Patti Snyder, Water Treatment Plant Foreman Cory Gallup, Austin Smith of Garden & Associates, Ltd., Michael Butterfield and Katie Vandal of HDR, Inc., as well as Andrew Clark of CCDC & Spoke Communications, LLC.

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

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

Chairperson Kale opened the opportunity for Citizens to Address the Board. No one addressed the Board and no other correspondence was received.

General Manager Brandon Patterson opened the discussion regarding the Customer request for a hearing regarding Utility bill at 226 N Main St., Osceola, IA. Customer was not present for hearing and no action was taken.

Business Director Patti Snyder opened the discussion regarding a request for a Leak Adjustment per Osceola Water Works Rules & Regulations, Rule #7. Customer at 230 E Webster Street, Osceola, IA 50213 submitted a written request and proof of repair for a leak adjustment. After discussion, Board Member Bishop made a motion to issue a credit of \$107.27 for the Water portion of the Utility Bill and Board Member O'Hair seconded the motion. Roll Call of the Vote was:

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

Michael Butterfield of HDR, Inc. presented information regarding the Water Treatment Plant Project, a Content Calendar & Development of Options for Long-Term Planning and explanations. Individual one-on-one Board Member meetings were held on September 23rd with Amanda Brandt of HDR and Patti Snyder, to ensure that all questions are being answered as the project moves forward. Additional Functionality Evaluations and Jar Testing are being done at the Water Treatment Plant to help identify challenges and possible alternatives for plant improvements.

Mr. Butterfield also provided an update on the Clarke County Reservoir Project. On 9/11/26, the Plan EIS (Environmental Impact Statement) reached a huge milestone and was fully approved by NRCS. Next steps are for HDR, Inc to work with NRCS on project Scope, Design, and Federal funding application.

Katie Vandal – HDR, Inc. exited the meeting at 6:28 p.m.

Business Director Patti Snyder provided an update that on October 2, 2026, Iowa Finance Authority approved the \$2,500.000 SRF Loan application as previously approved by the Osceola Water Board of Trustees. Further information will be provided monthly to track SRF loan disbursements.

Austin Smith of Garden & Associates, Ltd presented Quotations received for the Water Main Replacement Project of 100 & 200 Blocks of North Lincoln Street, Osceola, IA 50213. Sealed Quotes were received and opened at 2pm on October 2, 2026, from: Denney Construction \$181,744.00, Crain Construction \$199,658.00, Bud Jones Construction \$263,449.68, and TK Concrete \$289,080.00, with the Engineer's Opinion of Probable Cost of \$184,940.00. After discussion, Board Member Bishop made a motion to Award the Quote to Denney Construction for \$181,744.00 and Board Member Kooiker seconded the motion. Roll Call of the Vote was:

Ayes: Bishop, O'Hair, Kale, Kooiker

Nays: None

Absent: Ramos

Motion Passed

Resolution No: 2026-14

Austin Smith – Garden & Associates, Ltd. exited the meeting at 6:58 p.m.

General Manager Brandon Patterson opened the discussion regarding an Amendment to the Osceola Water Works Rules & Regulations, Rule #25: Service Line Requirements, Items G, H and T. Items G, H and T are regarding service line requirements and specifications as well as meter pit specifications. After discussion, Board Member Bishop made a motion to Amend the Osceola Water Works Rules & Regulations as presented and Board Member Kooiker seconded the motion. Roll Call of the Vote was:

Ayes: Bishop, O'Hair, Kale, Kooiker

Nays: None

Absent: Ramos

Motion Passed

Resolution No: 2026-15

General Manager Report: West Lake is currently overflowing. Repairs have been made to valves located near the Clarke County Hospital, improving redundancy. A Lead line that was discovered has been removed. The Water Treatment Plant Sanitary Survey response has been completed. Workers on the downtown Water Tower are changing out the US Cellular equipment for T-Mobile. 3 Water Main Breaks happened in September.

Cory Gallup, Water Treatment Plant Foreman presented information and updates on the new lab testing equipment, Water Quality Reports and Nitrate testing results. Rainfall data at the Water Treatment Plant recorded 12.8" of rain in the month of September.

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 September 3rd, 2026, Wage increase for M. Hill to \$25.83/hr. for obtaining Water Distribution 1 Certification, Aging Report, YTD Budget, and the following Bills and Claims:

Advantage Group	Payroll	\$1,063.52
Agsources Laboratories	Lab Testing	\$45.75
Assurity	Payroll	\$292.64
Aureon	Services	\$440.00
Badger Meter	Services	\$157.23
Brett Street Power Washing, Inc.	Services	\$30.00
Bud Jones Construction, Inc.	Services	\$7,495.98
Card Member Services	Services	\$1,934.62
Casey's General Stores	Services	\$2,037.39
Centerpoint Energy Services	Utilities	\$66.28
Central Iowa Fasteners	Services	\$390.00
Chem-sult, Inc.	Chemicals	\$60,897.16
Cintas First Aid & Safety	Services	\$144.32
City of Osceola	Monthly Collections	\$275,056.89
City of Osceola-Health	Health Insurance	\$19,935.38

Communications Solutions	Services	\$324.96
Core & Main	Services	\$28,602.48
Country Concrete	Services	\$5,373.94
Creston Newspapers	Services	\$309.36
D & D Pest Control	Services	\$85.00
D & R Feed, Inc.	Services	\$-65.00
Des Moines Water Works	Services	\$-132.65
Fareway Stores	Services	\$2.94
CSG Forte Payments, Inc.	Services	\$490.25
Garden & Associates, Ltd	Services	\$5,570.12
Grainger	Services	\$39.25
Hawkins	Services	\$3,774.20
HDR Engineering, Inc.	Services	\$103,006.76
Highway Lumber	Services	\$285.27
Huff Well, LLC	Services	\$800.00
IA Assoc of Municipal Utilities	Services	\$200.00
IA Dept of Human Services	Payroll	\$548.10
Ideal Ready Mix	Services	\$5,832.12
Illinois Mutual	Payroll	\$536.28
Internal Revenue Service	Taxes	\$18,349.31
IA Dept of Revenue	Taxes	\$1,652.06
IPERS	Payroll	\$10,401.41
JP Auto	Services	\$219.85
KD Tires, LLC	Services	\$25.00
McMaster-Carr	Services	\$54.24
Midwest Office Technology	Office Operations	\$228.60
Municipal Management Corp	Services	\$200.00
Municipal Supply, Inc.	Services	\$15,932.07
Mutual of Omaha	Insurance	\$135.56
Niemann Ace	Services	\$97.94
Onsite Service Solutions, LLC	Services	\$15,260.00
Osceola Farm & Home	Services	\$316.25
Overhead Door Co	Services	\$870.60
Schildberg Construction Co	Services	\$4,952.78
Shazam	Services	\$25.00
Solutions	Office Supplies	\$496.07
Spoke Communications, LLC	Communications	\$1,300.00
State Hygienic Laboratory	Services	\$589.00
Strange Electric & Performance	Services	\$237.23
Travis Mechanical & Controls	Services	\$1,215.33
U.S. Cellular	Services	\$340.64
USA Bluebook	Services	\$3,011.40
Veenstra & Kimm, Inc.	Services	\$7,485.00
Wild Blue	Services	\$178.48
Windstream	Services	\$647.56

Total Accounts Payable \$609,791.92

Osmany Barzaga	UB Refund	\$28.70
Osmany Barzaga	UB Refund	\$46.22
Osmany Barzaga	UB Refund	\$23.21
Betty Hansen	UB Refund	\$70.57
Kennedy Hildebrand	UB Refund	\$247.36
Kennedy Hildebrand	UB Refund	\$165.84

Kennedy Hildebrand	UB Refund	\$46.42
Angello Lafargue	UB Refund	\$3.34
Dennis Lammers	UB Refund	\$69.24
Fernando Martinez	UB Refund	\$62.45
Alexandra Moore	UB Refund	\$64.84
Breanna Palmeros	UB Refund	\$67.32
Jason Pett	UB Refund	\$114.10
Jay T Randall	UB Refund	\$138.85
Martin Sanchez	UB Refund	\$98.00

Total Refunds	\$1,246.46
Total Payroll	\$59,710.86
Total Paid	\$670,749.24

Roll call of the vote was:

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

Utility Business Director Report: There were 40 shut-offs at 8am on September 30th, with 6 still disconnected due to non-payment. Kelley will be taking some Excel classes at IAMU in October and Ana, Kelley and I will be attending a G-works training on October 20th. Auditors from RGE & Associates were onsite for the annual audit of FY 2025-2026 on Monday and Tuesday.

Board Member Reports: Board Member O'Hair would like to congratulate Michael for obtaining his Grade 1 Distribution Certification. Board Member Kooiker had some questions regarding the Meter Change-out process and how that appears on a customer billing statement. Board Member Bishop had nothing to report. Board Member Kale would also like to congratulate Michael on his accomplishment.

There being no further business to discuss, Board Member Bishop motioned to adjourn the meeting and Board Member Kooiker seconded the motion at 7:39 p.m.

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

The next Osceola Water Works Board of Trustees Meeting will be held Thursday, November 5th, 2026, 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