

OSCEOLA WATER BOARD

January 7, 2016

The Osceola Water Board met for the regularly scheduled meeting on Thursday, January 7, 2016 at 5:30 P.M. This being the time and place as legally posted, the meeting was called to order by Utility Office Manager, Carrie Benda with the following Board Members present: Alisha Kale, MacKenzie O'Hair, Larry Bishop & Mark Binning. Board member Laura Castro was absent. Also present were Superintendent Brandon Patterson, Utility Office Manager Carrie Benda, Administrative Assistant/GIS Specialist Kim Allard, Ron Eshelman and others not signed in.

Board member Kale motioned to approve the agenda as presented and Bishop seconded the motion.

Ayes: Binning, Bishop, O'Hair, Kale

Nays: None

Absent: Castro

Motion Passed

Ron Eshelman who resides at 215 South Temple Street approached the board to request assistance with getting a new water service line to his home. Discussion was held with Mr. Eshelman regarding this topic and additional information regarding material list and expenses will be gathered and discussed in the future.

Utility Office Manager Carrie Benda opened the discussion regarding the selection of chair and vice chair positions for 2016 by stating that each year in January, the board selects the individuals of chair and vice chair positions for the year. After discussion was held, board member Binning motioned for Alisha Kale to be named chair and O'Hair seconded the motion.

Ayes: Binning, Bishop, O'Hair, Kale

Nays: None

Absent: Castro

Motion Passed

Board Member O'Hair motioned for Larry Bishop to be named vice chair and Binning seconded the motion.

Ayes: Binning, Bishop, O'Hair, Kale

Nays: None

Absent: Castro

Motion Passed

Alisha Kale chaired the remainder of the meeting.

Board member Binning motioned to open the public hearing regarding the proposed water rate increase for 2016 and O'Hair seconded the motion. Roll call of the vote was:

Ayes: Binning, Bishop, O'Hair, Kale

Nays: None

Absent: Castro

Motion Passed

Utility Office Manager Carrie Benda presented to the board that there had been no written or oral responses from anyone regarding the water rate increase. Water Superintendent Brandon Patterson stated that several months ago, the board entered into a communication plan agreement with Spoke Communications. Mr. Patterson stated that he worked with Spoke Communications regarding creating a draft announcement for the proposed rate increase. There was an issue with

the announcement as it was delivered to Osceola Water Works customer's before being authorized.

Mr. Patterson continued by stating that Osceola Water Works is a surface water source which sees water quality changes daily due to weather conditions, also discussed was the location of the lake to the treatment plant. Mr. Patterson stated that at the December 3, 2015 board meeting, our engineer Mark Duben was present to discuss options available to us to assist with the taste and odor issues we have experienced. In this discussion, Mr. Duben presented two options being to change carbon in all filters annually or to use the Ozone treatment which is a very large up front capital investment and is primarily set for communities experiencing taste & odor issues daily. Mr. Patterson presented options to the board on rate increase amounts to cover the increased carbon change out expense.

The current minimum water rate charge is \$11.04. Mr. Patterson stated that with a 10% increase, the minimum water rate charge will be \$12.14 which is \$1.10 more. Ron Eshelman spoke to the board on what would be increased and the breakdown of the utility bill. Eshelman stated we needed to let the public know it's just the water portion that is increasing. Hearing no additional comments, board member O'Hair motioned to close the public hearing and Bishop seconded the motion. Roll call of the vote was:

Ayes: Binning, Bishop, O'Hair, Kale
Nays: None
Absent: Castro
Motion Passed

Utility Office Manager Carrie Benda presented a resolution to approve a water rate increase at the percentage approved by the board. After discussion, board member Binning motioned to approve the resolution to set a water rate increase of 10% to be effective on the February 1, 2016 and Bishop seconded the motion. Roll call of the vote was:

Ayes: Binning, Bishop, O'Hair, Kale
Nays: None
Absent: Castro
Motion Passed

Resolution 2016-01

Water Board member O'Hair motioned to open the public hearing regarding the customer penalties on unpaid balances and Bishop seconded the motion. Roll call of the vote was:

Ayes: Binning, Bishop, O'Hair, Kale
Nays: None
Absent: Castro
Motion Passed

Utility Office Manager Carrie Benda opened the discussion regarding customer penalty amount on unpaid balances by stating on an average 350 customers receive a penalty each month and Osceola Water Works mails out approximately 300 disconnect notices to customers who have an unpaid balance of \$40.00 or more. Mrs. Benda continued by stating that the penalty amount is used to cover the costs of issuing the disconnect notices. Mrs. Benda continued by letting the board know that city council passed the sewer and garbage penalty amounts at their meeting on January 5, 2016 and that Osceola Water Works has not received any written or oral comments regarding the issue. Hearing no further comments, board member Bishop motioned to close the public hearing and Binning seconded the motion. Roll call of the vote was:

Ayes: Binning, Bishop, O'Hair, Kale
Nays: None
Absent: Castro
Motion Passed

Utility Office Manager Carrie Benda presented a resolution to set the penalty amount for late payment on water fees to the board. After discussion, board member Bishop motioned to approve the resolution to set penalties for late payment of water fees at 10% to be effective on February 1, 2016 and Binning seconded the motion. Roll call of the vote was:

Ayes: Binning, Bishop, O'Hair, Kale

Nays: None

Absent: Castro

Motion Passed

Resolution 2016-02

Water Superintendent Brandon Patterson opened the discussion regarding customer utility deposit amounts by presenting a history of the unpaid balances and stated that the current customer deposit amount of \$100 are not sufficient to cover the unpaid balances. Mr. Patterson continued by stating that at the last board meeting, there was discussion of raising the customer deposit to assist with the collection process. After discussion, board member Binning motioned to approve the resolution to set the customer utility deposit amount from \$100 to \$150.00 to be effective February 1, 2016 and Bishop seconded the motion. Roll call of the vote was:

Ayes: Binning, Bishop, O'Hair, Kale

Nays: None

Absent: Castro

Motion Passed

Resolution 2016-03

Utility Office Manager Carrie Benda presented a resolution to approve check signatories for the year of 2016. Mrs. Benda stated that with the selection of a new chair and vice chair position we need to update the signature card with American State Bank. After discussion, board member Binning motioned to approve the resolution to assign the new signatories and O'Hair seconded the motion. Roll call of the vote was:

Ayes: Binning, Bishop, O'Hair, Kale

Nays: None

Absent: Castro

Motion Passed

Resolution 2016-04

Water Superintendent Brandon Patterson opened the discussion regarding meter prices for 2016 by stating each year we evaluate the fees passed onto our customers to ensure we are recouping our costs. Mr. Patterson presented a resolution that reflected new costs on meter prices and also included a listing of meter replacement parts that are being used to repair meters. After discussion board member Binning motioned to approve the resolution setting the meter and tap fees of the Osceola Water Works Rules and Regulations and Bishop seconded the motion. Roll call of the vote was:

Ayes: Binning, Bishop, O'Hair, Kale

Nays: None

Absent: Castro

Motion Passed

Resolution 2016-05

Water Superintendent Brandon Patterson opened the discussion regarding building repairs at 208 West Jefferson Street by requesting the board's direction to move forward. Mr. Patterson presented local contractor quotes and architectural information to the board. After discussion, the board authorized Mr. Patterson to concentrate on the east section of the building façade while checking on grants and requested figures for bricking the façade. The board requested info to be brought back to the next board meeting. No further action was taken.

Water Superintendent Brandon Patterson opened the discussion regarding the FY 2016-2017 budget by presenting an updated copy and figures for board review. After discussion of line

items and capital projects, board member Bishop motioned to approve the resolution to authorize the submittal of the FY 2016-2017 budget and Binning seconded the motion. Roll call of the vote was:

Ayes: Binning, Bishop, O'Hair, Kale
 Nays: None
 Absent: Castro
 Motion Passed

Resolution 2016-06

Water Superintendent Report: Brandon Patterson gave an update on the Clarke County Reservoir project and upcoming meetings. Mr. Patterson continued by updating the board on repairs being made to the Water Treatment Plant and moving forward with updating the SIRWA contract.

Chairman Kale presented the consent agenda. Board member O'Hair motioned to approve the consent agenda as presented and Bishop seconded the motion. The consent agenda included the Aging Report, YTD Budget Report, minutes from the meetings held on November 17, 2015 and December 3, 2015 as well as the following Bills and Claims:

AFLAC	PAYROLL	\$298.24
AGSOURCE LABORATORIES	LAB TESTING	\$86.00
ALLIANT ENERGY	UTILITIES	\$5,892.60
BUD JONES CONSTRUCTION	SERVICES	\$181.72
CARD MEMBER SERVICE	SERVICES	\$993.54
CASEY'S GENERAL STORES	FUEL	\$1,231.96
CHEM-SULT INC.	CHEMICALS	\$142,086.46
CR SERVICES	SERVICES	\$232.13
CRESTON PUBLISHING COMP	PUBLICATIONS	\$204.30
D & D PEST CONTROL	SERVICES	\$90.00
DIAMOND OIL COMPANY	FUEL	\$627.00
MARTHA ESPERICUETA	DEPOSIT REFUND	\$100.00
EVANGELICAL FREE CHURCH	REFUND	\$152.52
FAREWAY STORES	LAB TESTING	\$20.82
HACH COMPANY	LAB TESTING	\$647.52
KENNETH HENDRICKSON	DEPOSIT REFUND	\$33.14
HIGHWAY LUMBER	SERVICES	\$43.27
RAY HOWARD	DEPOSIT REFUND	\$100.00
IA DEPT OF HUMAN SERVICES	PAYROLL	\$657.25
INTERNAL REVENUE SERVICES	PAYROLL	\$10,869.89
INTERNAL REVENUE SERVICES	PAYROLL	\$1,911.00
IOWA DEPT OF REV - SALES	SALES TAXES	\$4,789.00
IOWA ONE CALL	SERVICES	\$41.40
IPERS	PAYROLL	\$6,393.45
J P AUTO	SERVICES	\$61.33
KADING PROPERTIES	DEPOSIT REFUND	\$1,300.00
ZACHARY MCMILLAN	DEPOSIT REFUND	\$53.81
MET LIFE	DENTAL INSURANCE	\$432.90
METERING & TECHNOLOGY SOLU	METERS	\$929.94
MIDWEST OFFICE TECHNOLOGY	SERVICES	\$78.67
MUNICIPAL SUPPLY INC	SUPPLIES	\$3,060.23
MUTUAL OF OMAHA	LIFE INSURANCE	\$72.20
O'REILLY AUTO PARTS	REPAIRS	\$29.85
ARTURO AVALOS OLIVIA	DEPOSIT REFUND	\$44.22
SCOTT DOUGLAS OLSON	DEPOSIT REFUND	\$100.00
OSCEOLA FARM & HOME	SUPPLIES	\$621.81
OSCEOLA WATER WORKS	APPLY DEPOSITS	\$272.17
DENIS POSADA	DEPOSIT REFUND	\$100.00
PPG ARCHITECTURAL FINISHES	SERVICES	\$249.94
ROBINSONS CO	SUPPLIES	\$382.36
CONTINUUM RETAIL ENERGY SER	NATURAL GAS	\$132.90
SHAZAM	FEES	\$10.00
SOLUTIONS	SUPPLIES	\$106.98
SPOKE COMMUNICATIONS, LLC	SERVICES	\$1,500.00
STAR EQUIPMENT, LTD	MAINTENANCE	\$589.00
STATE HYGENIC LABORATORY	LAB TESTING	\$107.50
MASON STOKES	DEPOSIT REFUND	\$96.66
TREASURER OF THE STATE	GREAT IA TREAS HUNT	\$65.07
U.S. CELLULAR	COMMUNICATIONS	\$278.65
U.S. POST OFFICE	POSTAGE	\$494.42
UNITED HEALTH CARE	HEALTH INSURANCE	\$450.28
W.H. SUTTON MECHANICAL	PLANT REPAIRS	\$595.50
WILD BLUE	COMMUNICATION	\$342.24

ZEE MEDICAL INC.
ZIMCO SUPPLY CO.

SAFETY
SUPPLIES

\$101.65
\$441.00

TOTAL

\$258,792.26

Ayes: Binning, Bishop, O'Hair, Kale
Nays: None
Absent: Castro
Motion Passed

Utility Office Manager Carrie Benda reported to the board the certified employment figures from Lakeside Casino, the financial audit and updates regarding being able to accept credit cards in the office.

Board member Bishop inquired on a billing received by a local contractor.

There being no further business to discuss, board member Bishop motioned and O'Hair seconded adjournment at 8:00 p.m.

Ayes: Binning, Bishop, O'Hair, Kale
Nays: None
Absent: Castro
Motion Passed



Alisha Kale, Chair

Attest:



Carrie Benda, Utility Office Manager

Published in the Osceola Sentinel Tribune on 1-28-2016 for a cost of \$181.66.

Approved by the Osceola Water Board of Trustees on 2-4-2016.

