

OSCEOLA WATER BOARD  
FEBRUARY 6, 2014  
(UNOFFICIAL – NOT BOARD APPROVED)

The Osceola Water Board met for the regularly scheduled meeting on Thursday, February 6, 2014 at 5:30 P.M. This being the time and place as legally posted, the meeting was called to order by Chairman Ryan Rychnovsky with the following Board Members present: Dave Neas and Susana Contreras. Board Members MacKenzie O’Hair and Alisha Crawford were absent. Also present were Superintendent Brandon Patterson, Utility Office Manager Carrie Benda, Donnie McCuddin, Jim Horton, Britanee Ward, Dan Novelli, Seth Lampman, Jeff Werner and others not signed in.

Board member Neas motioned to approve the agenda as presented and Contreras seconded the motion.

Ayes: Neas, Contreras, Rychnovsky  
Nays: None  
Absent: O’Hair, Crawford  
Motion Passed

Water Superintendent Brandon Patterson opened the discussion regarding the Osceola Senior Center “water” portion of the utility bill by introducing Jim Horton. Mr. Horton presented that the water donations received the past year have helped with the finances and have allowed for the center to remain open. Mr. Horton requested the board’s assistance with getting the water portion of the bill waived for another year. After discussion, board member Neas motioned to continue waiving the water portion of the utility bill for one year and request the meter be read each month. Board member Contreras seconded the motion.

Ayes: Neas, Contreras, Rychnovsky  
Nays: None  
Absent: O’Hair, Crawford  
Motion Passed

Water Superintendent Brandon Patterson opened the discussion regarding Kading Properties request for The Meadows by introducing Dan Novelli who was in attendance on behalf of Kading Properties. Mr. Novelli explained that Kading Properties had placed an offer on thirteen acres of land and wish to develop the area. The preliminary plans presented will include eighty-three new taps including forty-six one parcel duplexes and thirty-seven single family homes with an anticipated starting date late in 2014. The board expressed their support in moving forward and asked for more details as developed.

Utility Office Manager Carrie Benda introduced Seth Lampman of Edward Jones to the board and stated that the board would need to make a decision regarding the atrazine settlement funds as the current CD was set to expire on February 27, 2014. Mr. Lampman presented funding options to the board. After final discussion, board member Neas motioned to move the funds from the current CD located at Clarke County State Bank to Edward Jones and place the funds in a three month FDIC insured CD and Contreras seconded the motion.

Ayes: Neas, Contreras, Rychnovsky  
Nays: None  
Absent: O’Hair, Crawford  
Motion Passed

Water Superintendent Brandon Patterson opened the discussion regarding amending resolution 2013-02 regarding signatories at American State Bank by reporting confusion by personnel at American State Bank as to what items they could faithfully give upon request. After discussion was held, the board requested additional information. No action was taken.

Utility Office Manager Carrie Benda presented a customer's request to have the penalty fee of 5% waived from the account at 411 Kelly Lane. The board took no action regarding the customer's request.

Water Superintendent Brandon Patterson opened the discussion regarding the repair to a curb stop located at 215 East Fayette Street. The homeowner of this property was served a notice that the curb stop did not function properly. Upon the request of the homeowner, the water facility contracted the repairs through Bud Jones Construction. The homeowner has received the invoice and is requesting to make a payment arrangement of \$50.00 per month until the bill is paid in full. After discussion was held, board member Neas motioned to accept the payment arrangement of \$50.00 per month until paid in full and Contreras seconded the motion.

Ayes: Neas, Contreras, Rychnovsky

Nays: None

Absent: O'Hair, Crawford

Motion Passed

Water Superintendent Brandon Patterson opened the discussion regarding disconnection of services policy by informing the board of the current process. Discussion was held regarding a dollar amount to trigger the disconnection notice being issued and if the account should be paid in full with applicable reconnection fees before services are restored. The board approved the current process for any customer who has an outstanding balance of \$40.00 or higher to receive a twelve day disconnection notice. The board also stated that if services are disconnected for non-payment the outstanding balance plus applicable reconnect fees must be paid in full before services are reconnected. The board requested the policy to be placed in the rules and regulations for final approval.

Water Superintendent Brandon Patterson opened the discussion regarding the Water Works Rules & Regulations by presenting the changes that had been made since the last meeting. After discussion regarding the items, the board requested additional changes to be presented for approval at the March meeting.

Water Superintendent Brandon Patterson opened the discussion regarding an amendment to resolution 2014-01 regarding the employee manual by stating that the union representative had a concern regarding an item in the accident policy. Mr. Patterson requested the board's approval to change the wording and bring the manual back at the March meeting for formal approval.

Water Superintendent Brandon Patterson opened the discussion regarding a Water Operator/Distribution Laborer position that was created when an operator retired. Mr. Patterson stated that he had completed the first interview and board members completed a second interview. Mr. Patterson stated that per board approval, he would offer the position to Ricky Kimmel to be effective on January 24, 2014. After discussion was held, board member Neas motioned to authorize staff to hire Ricky Kimmel effective January 24, 2014 to fill the open position created by retirement and Contreras seconded the motion.

Ayes: Neas, Contreras, Rychnovsky

Nays: None

Absent: O'Hair, Crawford

Motion Passed

Water Superintendent Brandon Patterson reported to the board an increase in payments being made online, the FY 2014-2015 budget had been sent to City Hall for council approval, main breaks that had occurred since the last meeting and discussion regarding the union agreement meeting. Mr. Patterson completed his report by updating the board on the Pillar's Grant request and Water Utility Foreman position.

Chairman Rychnovsky presented the consent agenda. Board member Neas motioned to approve the consent agenda as presented and Contreras seconded the motion. The consent agenda

included the Aging Report, YTD Budget Report, minutes from the meetings held on January 2, 2014 and January 20, 2014 as well as the following Bills and Claims:

A R S CONSTRUCTION	SERVICES	\$3,326.25
AFLAC	PAYROLL	\$119.24
AG SOURCE LABORATORIES	LAB TESTING	\$164.00
AIRPORT GRAPHICS	SERVICES	\$200.00
ALLIANT ENERGY	UTILITIES	\$6,609.37
HEATHER ANDERSON	DEPOSIT REFUND	\$100.00
SHAWN ANTHONY	DEPOSIT REFUND	\$38.62
CAMERON BAINTER	DEPOSIT REFUND	\$5.85
BLUE TARP FINANCIAL	SERVICES	\$820.12
BOB'S AUTO SUPPLY	SERVICES	\$37.53
BUD JONES CONSTRUCTION	SERVICES	\$1,190.00
CAPITAL CITY EQUIPMENT CO	SUPPLIES	\$260.32
CARD MEMBER SERVICES	SERVICES	\$74.68
CARD SERVICE CETNER	SERVICES	\$37.62
CASEY'S GENERAL STORES	FUEL	\$2,355.11
EDDIE CASTILLO	DEPOSIT REFUND	\$59.64
CHEM-SULT INC	CHEMICALS	\$7,482.96
CITY OF OSCEOLA	SERVICES	\$237,341.52
CLARKE COUNTY RECORDER	SERVICES	\$22.00
CLARKE COUNTY TREASURER	SERVICES	\$29.50
CR SERVICES	SUPPLIES	\$184.39
CRESTON PUBLISHING	PUBLICATIONS	\$583.97
D & D PEST CONTROL	SERVICES	\$90.00
DATA TECHNOLOGIES	SUPPLIES	\$16.40
DAVID DOAN	DEPOSIT REFUND	\$100.00
BERNARD EPPLE	DEPOSIT REFUND	\$100.00
FAREWAY STORES	LAB TESTING	\$3.00
FP MAILING SOLUTIONS	SUPPLIES	\$90.00
FRIDAY INSURANCE CO	SERVICES	\$94.00
SARAH GABLE	DEPOSIT REFUND	\$100.00
CLAUDIA GARCIA	DEPOSIT REFUND	\$49.34
GRAINGER	SERVICES	\$315.00
HACH COMPANY	SERVICES	\$1,096.77
HD SUPPLY WATERWORKS	SERVICES	\$778.39
HIGHWAY LUMBER	SUPPLIES	\$252.26
HYDRITE CHEMICAL CO	CHEMICALS	\$1,702.40
IAWWA REGION 5	SERVICES	\$90.00
IDEAL READY MIX CO	SERVICES	\$261.00
INTERNAL REVENUE SERVICE	PAYROLL TAXES	\$7,960.96
IOWA DEPT OF REVENUE	PAYROLL TAXES	\$1,541.00
IOWA DEPT OF REVENUE	SALES TAXES	\$9,498.00
IOWA ONE CALL	SERVICES	\$74.50
IOWA WORKFORCE DEV	UNEMPLOYMENT	\$62.32
IPERS	PAYROLL	\$4,913.88
J P AUTO	SERVICES	\$67.47
MATT PARROTT	SUPPLIES	\$1,434.25
MET LIFE	DENTAL INSURANCE	\$580.28
MIDWEST OFFICE TECHNOLOGY	SERVICES	\$94.63
MUNICIPAL SUPPLY INC	SUPPLIES	\$2,417.40
MUTUAL OF OMAHA	LIFE INSURANCE	\$95.14
CURTIS NISH	DEPOSIT REFUND	\$100.00
NORTHERN SAFETY CO INC	SUPPLIES	\$163.15
O'REILLY AUTO PARTS	SERVICES	\$63.17
OSCEOLA FARM & HOME	SUPPLIES	\$1,257.67
OSCEOLA WATER WORKS	APPLY DEPOSITS	\$1,146.55
OVERHEAD DOOR CO	SERVICES	\$162.00
REYNOLDSON & VANWERDEN LLP	LEGAL SERVICES	\$287.55
ROBINSONS CO	SUPPLIES	\$676.36
SCHILDBERG CONSTRUCION	ROCK	\$1,385.66
SHANE SELSOR	REIMBURSEMENT	\$7.30
SEMINOLE RETAIL ENERGY SV	UTILITY	\$2,571.76
SETON PRODUCTS	SERVICES	\$617.81
SOLUTIONS	SERVICES	\$348.49
STATE HYGENIC LABORATORY	LAB TESTING	\$299.00
THREE C DESIGN	SEVICES	\$100.00
U.S. CELLULAR	COMMUNICATION	\$246.90
U.S. POST OFFICE	POSTAGE	\$1,527.69
UNITED HEALTH CARE	HEALTH INSURANCE	\$10,019.88
USA BLUEBOOK	SERVICES	\$886.90
DAVID VASQUEZ HIDALGO	DEPOSIT REFUND	\$100.00
WARNER PLASTICS & LINERS INC	SERVICES	\$1,439.00
WASH & WEIGH	SERVICES	\$8.00
JEFF WERNER	REIMBURSEMENT	\$7.62
WILD BLUE	COMMUNICATION	\$86.32

WILDER'S TRUCK SERVICE	REPAIR	\$91.60
WINDSTREAM	COMMUNICATION	\$265.52
ZIEGLER INC.	SUPPLIES	\$404.51
ZIMCO SUPPLY CO.	SUPPLIES	\$88.50
TOTAL CLAIMS		\$343,230.76

Ayes: Neas, Contreras, Rychnovsky  
Nays: None  
Absent: O'Hair, Crawford  
Motion Passed

Utility Office Manager Carrie Benda had nothing to report.

Board Member Reports: Dave Neas reported that he felt the tour of the plant was useful in preparation of a repair and maintenance plan for the water plant and thanked employees present for coming to the meeting. Discussion was held regarding the letters customers are receiving from HomeServe regarding water service line insurance. The board requested additional communication be put out to the public reflecting Osceola Water Works has no affiliation with the company.

There being no further business to discuss, board member Neas motioned and Contreras seconded adjournment at 7:17 p.m.

Ayes: Neas, Contreras, Rychnovsky  
Nays: None  
Absent: O'Hair, Crawford  
Motion Passed

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Ryan Rychnovsky, Chairman

Attest:

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Carrie Benda, Utility Office Manager

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