

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

The Osceola Water Board met for the regularly scheduled meeting on Thursday, March 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: Susana Contreras and Alisha Crawford. Board Members MacKenzie O’Hair and Dave Neas were absent. Also present were Superintendent Brandon Patterson, Utility Office Manager Carrie Benda, Dan Novelli and others not signed in.

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

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

Water Superintendent Brandon Patterson opened the discussion regarding amending resolution 2014-01 by stating that at our February meeting, there was a concern regarding item # 10 for post-accident testing. Mr. Patterson requested the board’s approval to change wording of the item to meet the approval of the union. After discussion was held, board member Crawford motioned to amend resolution 2014-01 to change the wording to meet the approval of the union and Contreras seconded the motion. Roll call of the vote was;

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

***Amended Resolution 2014-01***

Utility Office Manager Carrie Benda opened the discussion regarding authorizing signatories for Edward Jones by stating that at the February meeting, the board made the decision to place the funds from the atrazine settlement with Edward Jones for three months. With this transfer of funds, we were required to have authorized signatories on file. Presented was a corporate resolution received from Edward Jones. After discussion was held, board member Crawford motioned to approve the corporate resolution setting signatories for Edward Jones and Contreras seconded the motion. Roll call of the vote was;

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

***Resolution 2014-05***

Water Superintendent Brandon Patterson opened the discussion regarding the amendment to resolution 2013-02 regarding signatories at American State Bank by stating the resolution was presented at the February meeting. Per the board’s request, additional information was obtained. After discussion, board member Crawford motioned to approve resolution 2014-06 authorizing signatories at American State Bank and Contreras seconded the motion. Roll call of the vote was;

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

***Resolution 2014-06***

Water Superintendent Brandon Patterson opened the discussion regarding adopting the Water Works rules and regulations by introducing Dan Novelli with Kading Properties. Mr. Novelli requested the board's direction regarding credits issued on tap fees as per the previous rules and regulations. Mr. Novelli stated that they would request to receive the credit amount for these properties as per the guidelines currently set.

Mr. Patterson continued by presenting the board the proposed rules and regulation changes that were made from the previous meeting and requests received from our attorney. Mr. Patterson stated that the disconnection of service payment rules were added into the document and recommended adoption of the Water Works rules and regulations.

The board explained to Kading Properties that they have been working on updating our rules and regulations for quite some time and that the credit for new hook-ups section of the rules and regulations was taken out of the document at the beginning of the process. The board stated that they wished to move forward with the new rules and regulations and were not in favor of issuing credits as per the old document. Hearing no further discussion, board member Crawford motioned to approve the rules and regulations as presented and Contreras seconded the motion. Roll call of the vote was;

Ayes: Crawford, Contreras, Rychnovsky

Nays: None

Absent: O'Hair, Neas

Motion Passed

***Resolution 2014-07***

Water Superintendent Brandon Patterson opened the discussion regarding the union contract for FY 2014-2015. Mr. Patterson stated that he had received an initial proposal from the union and submitted a proposal to the union that was previously reported to the board. The proposal submitted to the union is designed to offer incentives for employees who receive their class B CDL license and who cross train between distribution and treatment. Mr. Patterson explained the memorandum of understanding concerning an employee who will be working at the Water Treatment Plant each Saturday thru Tuesday. Mr. Patterson continued by stating that after the final proposal was submitted that the union requested to alter the funeral leave. After discussion was held, board member Crawford motioned to approve the union contract for FY 2014-2015 reflecting the approved changes previously reported to the board and Contreras seconded the motion. The board took no action regarding requested changes to the funeral leave section of the document.

Ayes: Crawford, Contreras, Rychnovsky

Nays: None

Absent: O'Hair, Neas

Motion Passed

Water Superintendent Brandon Patterson opened the discussion regarding the Water Works Foreman position by stating that the department is moving forward with providing a Foreman position to assist in managing the operators and duties. A job description was approved and posted inner departmentally and two employees applied. After lengthy discussion, the decision amongst the board members was to offer the position to Steve Aldridge. Mr. Patterson presented a wage and recommendation for the Foreman position. The starting wage would be set at \$20.50/hour during a six month probation period. At that time, there would be an evaluation completed with an hourly increase may be granted. A Grade III treatment license would be required to be obtained for a final payroll increase. Hearing no further discussion, board member Crawford motioned to approve the promotion for Steve Aldridge to Water Works Foreman and the pay scale as outlined to be effective March 10, 2014 and Contreras seconded the motion.

Ayes: Crawford, Contreras, Rychnovsky

Nays: None

Absent: O'Hair, Neas

Motion Passed

Water Superintendent Brandon Patterson reported on the employee manual being distributed to the employees. Mr. Patterson also reported that Ricky Kimmel accepted the operator position to fill the retirement position and that Jeff Werner and Steve Aldridge had passed their Grade II treatment licenses. Continuing on, Mr. Patterson reported on the solar bee project and Pillar's Grant request and main breaks that had occurred since the last meeting. Completing the report was the lake level.

Chairman Rychnovsky presented the consent agenda. Board member Crawford motioned to approve the consent agenda as presented and Contreras seconded the motion. The consent agenda included the Aging Report and YTD Budget Report as well as the following Bills and Claims:

A R S CONSTRUCTION	SERVICES	\$2,385.00
AFLAC	PAYROLL	\$119.27
AG SOURCE LABORATORIES	LAB TESTING	\$82.00
ALLIANT ENERGY	UTILITIES	\$5,999.85
BRENT BANWART	DEPOSIT REFUND	\$100.00
CAPITAL CITY EQUIPMENT	PARTS	\$39.12
CARD MEMBER SERVICE	SERVICES	\$233.95
CASEY'S GENERAL STORES	FUEL	\$801.49
CHEM-SULT INC	CHEMICALS	\$34,574.12
CITY OF OSCEOLA	SERVICES	\$121,723.25
CLARKE COUNTY HOSPITAL	SERVICES	\$61.00
CLARKE COUNTY TREASURER	PROPERTY TAXES	\$979.00
CONTRACTOR SOLUTIONS	SERVICES	\$91.99
CR SERVICES	SERVICES	\$256.60
CRESTON PUBLISHING COMPANY	PUBLICATION	\$193.16
D & D PEST CONTROL	SERVICES	\$45.00
TERRY EDENS	DEPOSIT REFUND	\$55.25
FAREWAY STORES	SUPPLIES	\$9.65
FELD FIRE	SUPPLIES	\$171.50
FISHER SCIENTIFIC	LAB SUPPLIES	\$999.26
MATTHEW & JENNIFER FLOYD	DEPOSIT REFUND	\$100.00
HIGHWAY LUMBER	SERVICES	\$26.56
IA DEPT OF NATURAL RESOURCES	TRAINING	\$150.00
IAWWA REGION 5 FORM	TRAINING	\$80.00
IDEAL READY MIX CO	CONCRETE	\$632.50
INTERNAL REVENUE SERVICE	PAYROLL TAXES	\$7,123.73
IOWA DEPARTMENT OF REVENUE	PAYROLL TAXES	\$1,228.00
IOWA DEPARTMENT OF REVENUE	SALES TAX	\$4,095.00
IOWA ONE CALL	SERVICES	\$40.30
IPERS	PAYROLL	\$4,048.60
J P AUTO	SERVICES	\$7.56
MENARDS-CLIVE	SERVICES	\$70.33
MET LIFE	DENTAL INSURANCE	\$515.83
MIDWEST OFFICE TECHNOLOGY	SERVICES	\$78.64
BRIANNE MINARD	DEPOSIT REFUND	\$100.00
MUNICIPAL SUPPLY INC	SERVICES	\$3,872.50
MUTUAL OF OMAHA	LIFE INSURANCE	\$89.51
OSCEOLA FARM & HOME	SUPPLIES	\$637.09
OSCEOLA WATER WORKS	APPLY DEPOSITS	\$692.81
REYNOLDSON & VANWERDEN LLP	LEGAL SERVICES	\$527.18
ROBINSONS CO	SUPPLIES	\$28.46
SCHILDBERG CONSTRUCION CO	SERVICES	\$506.48
SEMINOLE RETAIL ENERGY SV	NATURAL GAS	\$2,698.09
SJC & J INC	SERVICES	\$100.00
SOUTHERN IOWA SADDLE SHOP	SERVICES	\$135.00
SUPERIOR CONSTRUCTION SERV	SERVICES	\$2,346.00
TEAMSTERS	UNION DUES	\$128.00
RHONDA THOMAS	DEPOSIT REFUND	\$51.94
U.S. CELLULAR	COMMUNICATION	\$254.87
U.S. POST OFFICE	POSTAGE	\$549.22
UNITED HEALTH CARE	HEALTH INSURANCE	\$8,906.56
UNITY POINT CLINIC	SERVICES	\$208.00
USA BLUEBOOK	SERVICES	\$472.18
WILD BLUE	COMMUNICATION	\$86.32
WINDSTREAM	COMMUNICATION	\$265.01
ZEE MEDICAL INC	SUPPLIES	\$117.85
TOTAL CLAIMS		\$236,097.21

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

Utility Office Manager Carrie Benda gave an update regarding Income Offset claims and also requested guidance from the board regarding after hours shutoff requirements not being met.

Board Member Reports: Ryan Rychnovsky stated to the board that it was a challenge to select the Foreman position candidate and congratulated Steve Aldridge on his promotion. Alisha Crawford wished to offer thanks to both Dan Novelli and Steve Aldridge for coming to the meeting.

There being no further business to discuss, board member Crawford motioned and Contreras seconded adjournment at 6:40 p.m.

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

Attest:

\_\_\_\_\_  
Ryan Rychnovsky, Chairman

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Carrie Benda, Utility Office Manager

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