

OSCEOLA WATER BOARD

April 9, 2015

The Osceola Water Board met for the scheduled meeting on Thursday, April 9, 2015 at 5:30 P.M. This being the time and place as legally posted, the meeting was called to order by Chairman Dave Neas with the following Board Members present: Alisha Kale and Laura Castro. Board member MacKenzie O'Hair arrived at 5:40 p.m. and Ryan Rychnovsky was absent. Also present were Superintendent Brandon Patterson, Utility Office Manager Carrie Benda, Administrative Assistant/GIS Specialist Kim Allard, Water Operator Royce Robertson and others not signed in.

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

Ayes: Kale, Castro, Neas  
Nays: None  
Absent: O'Hair, Rychnovsky  
Motion Passed

There was no one present to speak about items not on the agenda.

Water Superintendent Brandon Patterson opened the discussion regarding updating rule 8, meter and tap fees of Osceola Water Works Rules and Regulations by stating that the form was updated to reflect current meter pricing. Mr. Patterson stated the current tap fees will remain the same. After discussion, board member Kale motioned to approve resolution 2015-11 to amend rule 8, meter and tap fees of the Osceola Water Works Rules and Regulations and Castro seconded the motion. Roll call of the vote was:

Ayes: Kale, Castro, Neas  
Nays: None  
Absent: O'Hair, Rychnovsky  
Motion Passed

***Resolution 2015-11***

Water Superintendent Brandon Patterson opened the discussion regarding amending section 5.3 timekeeping of the Osceola Water Works by presenting a time clock policy for board review. Mr. Patterson stated the new policy will require each employee to punch in and out of work. After discussion was held, board member Kale motioned to approve resolution 2015-12 amending section 5.3 time keeping of Osceola Water Works employee manual and O'Hair seconded the motion. Roll call of the vote was:

Ayes: Kale, Castro, O'Hair, Neas  
Nays: None  
Absent: Rychnovsky  
Motion Passed

***Resolution 2015-12***

Water Superintendent Brandon Patterson opened the discussion regarding private water service lines located at 222 and 230 South Fillmore Street by presenting information regarding the service lines. The board's initial stand was to require the property owner to bear all cost associated with the correction of the situation. Mr. Patterson continued by stating that he felt the board should bare a portion of the cost to correct the situation because prior water administration allowed these private lines to be installed incorrectly. After discussion, board member Kale motioned to approve staff to tap the water main and hook up a new service connection, set a meter pit in the City right of way for the properties located at 222 & 230 South Fillmore Street and work with the property owner at 222 South Fillmore Street to get a new water service line from the new meter pit to the dwelling to replace the current lead water service line and O'Hair seconded the motion.

Ayes: Kale, Castro, O'Hair, Neas

Nays: None  
 Absent: Rychnovsky  
 Motion Passed

Water Superintendent Report: Brandon Patterson reported to the board the water main project on North East Street has been completed by the Water Works staff and that the department will be abandoning the old main and hydrant in the next week. Continuing on, Mr. Patterson gave an update to the board regarding the City projects including the 2015 paving project, the West Lake Marina improvements, Safe Route To School program and the train depot project as well as meetings he attended at CCDC & Clarke County Reservoir to give updates as requested. Mr. Patterson completed his report by reporting the carbon change out of four filters at the Water Plant, door stickers that will be utilized for customer shut-offs and the retirement of Water Plant Operator, Gene McKnight.

Chairman Neas presented the consent agenda. Board member O’Hair motioned to approve the consent agenda as presented and Kale seconded the motion. The consent agenda included the Aging Report, YTD Budget Report, minutes from the meetings held on March 5, 2015 and March 25, 2015 as well as the following Bills and Claims:

|                               |                     |              |
|-------------------------------|---------------------|--------------|
| KEITH ADAMS                   | DEPOSIT REFUND      | \$100.00     |
| AFLAC                         | PAYROLL             | \$292.80     |
| AGSOURCE LABORATORIES         | LAB TESTING         | \$236.00     |
| ALLIANT ENERGY                | UTILITIES           | \$6,069.08   |
| ALLIED SYSTEMS, INC.          | REPAIRS             | \$17,773.39  |
| BERT GURNEY & ASSOCIATES INC. | SERVICES            | \$435.00     |
| BLAKELY TREE SERVICE          | SERVICES            | \$350.00     |
| ASHLEY BLOOMER                | REFUND              | \$.79        |
| BLUE TARP FINANCIAL           | SUPPLIES            | \$123.97     |
| BUD JONES CONSTRUCCION        | SERVICES            | \$305.54     |
| CARD SERVICE CENTER           | SERVICES            | \$1,330.79   |
| CASEY’S GENERAL STORES        | FUEL                | \$1,769.43   |
| CHEM-SULT INC.                | CHEMICALS           | \$58,648.10  |
| CHLORINATORS INCORPORATED     | MAINTENANCE         | \$331.90     |
| CITY OF OSCEOLA               | MONTHLY COLLECTIONS | \$137,204.59 |
| CLARKE COUNTY HOSPITAL        | SERVICES            | \$276.00     |
| MARTA COUGHENOUR              | DEPOSIT REFUND      | \$100.00     |
| CRESTON PUBLISHING COMP       | PUBLICATION         | \$34.93      |
| ALEACHA CROCKER               | REFUND              | \$.42        |
| D & D PEST CONTROL            | SERVICES            | \$45.00      |
| LEVI DUNBAR                   | REIMBURSEMENT       | \$33.84      |
| RUSSEL EDWARDS                | REFUND              | \$.23        |
| FASTENAL                      | SUPPLIES            | \$177.04     |
| GINA’S CAKES                  | SERVICES            | \$35.00      |
| HACH COMPANY                  | LAB TESTING         | \$5,884.57   |
| VERONICA HALL                 | REFUND              | \$.17        |
| JOHN HARGER                   | REFUND              | \$.01        |
| HIGHWAY LUMBER                | SUPPLIES            | \$151.49     |
| HOTSY CLEANING SYSTEMS        | SERVICES            | \$60.60      |
| HYDRITE CHECMIAL CO.          | CHEMICALS           | \$1,829.60   |
| IA DEPTOF HUMAN SERVICES      | PAYROLL             | \$657.20     |
| IDEAL READY MIX CO            | SERVICES            | \$162.00     |
| INTERNAL REVENUE SERVICE      | PAYROLL             | \$14,530.25  |
| IOWA DEPARTMENT OF REVENUE    | STATE TAXES         | \$1,472.00   |
| IOWA DEPARTMETN OF REVENUE    | SALES TAXES         | \$4,715.00   |
| IPERS                         | PAYROLL             | \$5,023.03   |
| J P AUTO                      | SERVICES            | \$77.88      |
| MARY JELSMA                   | REFUND              | \$.83        |
| STEFAN JENKINS                | REFUND              | \$.51        |
| CASI JOHNSON                  | REFUND              | \$.55        |
| ROBYN JOHNSON                 | REFUND              | \$.63        |
| KC KATHMAN                    | REFUND              | \$0.12       |
| SYDNEE LONGNECKER             | DEPOSIT REFUND      | \$54.64      |
| BRANDI MARVIN                 | REFUND              | \$.80        |
| MATT PARROTT                  | SUPPLIES            | \$169.96     |
| MARK MCMILLEN                 | REFUND              | \$.54        |
| MENARDS – CLIVE               | SUPPLIES            | \$20.80      |
| MET LIFE                      | DENATL INSURANCE    | \$446.56     |
| METERING & TECHNOLOGY SOLUT   | SERVICES            | \$28.35      |
| JESSICA MEYER                 | REFUND              | \$7.16       |
| MIDWEST OFFICE TECHNOLOGY     | SERVICES            | \$59.77      |
| LESLI MILER                   | REFUND              | \$.61        |

|                              |                   |              |
|------------------------------|-------------------|--------------|
| MUNICIPAL PIPE SERVICES INC. | SERVICES          | \$500.00     |
| MUNICIPAL SUPPLY INC.        | SERVICES          | \$1,696.39   |
| MUTUAL OF OMAHA              | LIFE INSURANCE    | \$86.63      |
| CASSIE O'HAIR                | REFUND            | \$.14        |
| O'REILLY AUTO PARTS          | SUPPLIES          | \$20.45      |
| CHIEKO OKEKE                 | DEPOSIT REFUND    | \$100.00     |
| JEFFREY OLSON                | REFUND            | \$.21        |
| OSCEOLA WATER WORKS          | APPLY DEPOSITS    | \$245.36     |
| POLLARDWATER                 | SERVICES          | \$1,645.81   |
| JENNIFER POST                | REFUND            | \$.40        |
| TRACY RATER                  | REFUND            | \$.06        |
| DAVID REDMAN                 | REFUND            | \$.25        |
| REYNOLDSON & VANWERDEN       | LEGAL SERVICES    | \$463.28     |
| ROBINSONS CO                 | SERVICES          | \$50.94      |
| SAVAGE EXCAVATING            | SERVICES          | \$10,760.00  |
| SCHILDBERG CONSTRUCTION CO   | ROCK              | \$696.69     |
| CONTINUUM RETAIL ENERGY SERV | SERVICES          | \$2,356.06   |
| SHAZAM                       | MONTHLY FEES      | \$20.00      |
| CHRISTOPHER SILVIUS          | REFUND            | \$.96        |
| SOLUTIONS                    | SERVICES          | \$139.79     |
| SOUTHERN IOWA SADDLE SHOP    | SERVICES          | \$145.00     |
| SPRAYER SEPCIALTIES          | SERVICES          | \$16.65      |
| STATE HYGENIC LABORATORY     | LAB TESTING       | \$822.50     |
| TOM & JOHN'S AUTO SERVICE    | SERVICES          | \$992.55     |
| U.S. CELLULAR                | COMMUNICATION     | \$337.46     |
| U.S. POST OFFICE             | POSTAGE           | \$614.21     |
| UNITED HEALTHCARE            | HEALTH INSURANCE  | \$7,696.79   |
| USA BLUEBOOK                 | SERVICES          | \$64.01      |
| JUAN VALLE                   | REFUND            | \$60.00      |
| KALLIE WARDEN                | REFUND            | \$.84        |
| WILD BLUE                    | SERVICES          | \$86.32      |
| WINDSTREAM                   | COMMUNICATION     | \$271.45     |
| WINGER COMPANIES             | PLANT MAINTENANCE | \$531.25     |
|                              | TOTAL             | \$332,724.59 |

Ayes: Kale, Castro, O'Hair, Neas

Nays: None

Absent: Rychnovsky

Motion Passed

Utility Office Manager Carrie Benda reported to the board of a thank you card received from Osceola Senior Center, letter received from Lakeside Casino, an audit held with Edward Jones regarding the mutual funds placed with John Hancock and the vacant home policy. Mrs. Benda concluded her report by requesting the board's direction on the cash policy for NSF checks received.

The board members had nothing to report.

There being no further business to discuss, board member O'Hair motioned and Kale seconded adjournment at 6:45 p.m.

Ayes: Kale, Castro, O'Hair, Neas

Nays: None

Absent: Rychnovsky

Motion Passed

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Dave Neas, Chairman

Attest:

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Carrie Benda, Utility Office Manager

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Approved by the Osceola Water Board on May 7, 2015.