

OSCEOLA WATER BOARD

May 12, 2016

The Osceola Water Board met for the rescheduled meeting on Thursday, May 12, 2016 at 5:30 P.M. This being the time and place as legally posted, the meeting was called to order by Vice - Chairman Larry Bishop with the following Board Members present: Laura Castro, Mark Binning and MacKenzie O'Hair. Board member Kale was absent. Also present were Superintendent Brandon Patterson, Utility Office Manager Carrie Benda, Administrative Assistant Kim Allard, Water Distribution Foreman Dallas Blair and others not signed in.

Board member O'Hair motioned to approve the agenda as presented and Binning seconded the motion.

Ayes: O'Hair, Castro, Binning, Bishop

Nays: None

Absent: Kale

Motion Passed

No one spoke to the board about items not on the agenda.

Water Superintendent Brandon Patterson opened the discussion regarding the FY 2016-2017 employee pay proposals by stating the employee evaluations have been completed and presented a listing of each employee, their license grade levels and an average pay scale from other communities for each job title for board consideration. After discussion, board member Binning motioned to approve the FY 2016-2017 employee pay proposals as presented and Castro seconded the motion. The approved pay proposal includes a 2% pay increase effective July 1, 2016 for the following positions; Distribution Foreman, Office Manager, Administrative Assistant and Plant Operators. The board also approved setting pay for the Distribution Technician/Plant Operator at \$19.50/hour, Maintenance Operator II/GIS Specialist at \$20.50/hour and Maintenance Operator I at the rate of \$20.50/hour upon completion of obtaining a grade 1 water license and successful completion of the one year probationary period.

Ayes: O'Hair, Castro, Binning, Bishop

Nays: None

Absent: Kale

Motion Passed

Utility Office Manager Carrie Benda opened the discussion regarding the FY 2015-2016 audit engagement letter by presenting the information received from Faller, Kincheloe & Co, PLC to the board. After discussion, board member O'Hair motioned to approve the FY 2015-2016 audit engagement letter and Binning seconded the motion.

Ayes: O'Hair, Castro, Binning, Bishop

Nays: None

Absent: Kale

Motion Passed

Water Superintendent Brandon Patterson opened the discussion regarding the FY 2015-2016 budget amendment. Mr. Patterson presented a resolution outlining revenues and expenditures that staff feel need to be amended. After discussion, board member Binning motioned to approve the resolution authorizing amending the FY 2015-2016 Water Works budget and Castro seconded the motion. Roll call of the vote was:

Ayes: O'Hair, Castro, Binning, Bishop

Nays: None

Absent: Kale

Motion Passed

Resolution 2016-11

Water Superintendent Report: Brandon Patterson presented to the board the completion of the consumer confidence report, annual leak survey completed and the seeding being completed by Water Works staff. Continuing with his report, Mr. Patterson updated the board on the articles completed with Spoke Communications and the hiring of a new employee to fill the vacant position. Completing his report, Mr. Patterson asked for board direction regarding a curb stop that is leaking at 420 South Fillmore St.

Vice Chairman Bishop presented the consent agenda. Board member Binning motioned to approve the consent agenda as presented and O'Hair seconded the motion. The consent agenda included the Aging Report, YTD Budget Report, minutes from the meetings held on April 7, 2016 as well as the following Bills and Claims:

AFLAC	PAYROLL	\$262.88
AGSOURCE LABORATORIES	LAB TESTING	\$89.00
ALLIANT ENERGY	UTILITY	\$6,829.55
CARRIE BENDA	REIMBURSEMENT	\$33.67
BOB'S CUSTOM TROPHIES, INC.	SERVICES	\$23.55
CARD MEMBER SERVICE	SERVICES	\$104.93
CASEY'S GENERAL STORES	FUEL	\$584.09
CHEM-SULT INC.	CHEMICALS	\$50,425.80
JOHN CIPP	DEPOSIT REFUND	\$100.00
CITY OF OSCEOLA	MONTHLY COLLECTIONS	\$134,458.44
TAYLOR COONEY	DEPOSIT REFUND	\$150.00
COUNTRY CONCRETE	SERVICES	\$663.75
CRESTON PUBLISHING COMP	PUBLICATION	\$338.99
D & D PEST CONTROL	SERVICES	\$45.00
LEVI DUNBAR	REIMBURSEMENT	\$30.38
FALLER, KINCHELOE & CO, PLC	AUDITING SERVICES	\$900.00
FAREWAY STORES	SERVICES	\$19.95
FP MAILING SOLUTIONS	SERVICES	\$90.00
FRIDAY INS AGENCY	INSURANCE	\$44,392.00
HACH COMPANY	LAB TESTING	\$416.86
HDR ENGINEERING, INC.	LAB TESTING	\$4,789.45
BRENDA HENRICHS	DEPOSIT REFUND	\$100.00
IA DEPT OF HUMAN SERVICES	PAYROLL	\$613.43
IDEAL READY MIX CO	CONCRETE	\$894.00
INTERNAL REVENUE SERVICE	PAYROLL	\$9,754.24
IOWA DEPT OF REVENUE	STATE TAXES	\$1,632.00
IOWA DEPT OF REVENUE	SALES TAXES	\$4,863.00
IOWA FINANCE AUTHORITY	LOAN PAYMENT	\$237,588.75
IOWA ONE CALL	SERVICES	\$28.80
IOWA WORKFORCE DEVELOPMENT	UNEMPLOYMENT	\$2,155.00
IPERS	PAYROLL	\$5,506.16
J P AUTO	SUPPLIES	\$9.69
ELI JOHNSON	DEPOSIT REFUND	\$100.00
AHREN JOHNSTON	REIMBURSEMENT	\$137.27
ASHLEY KELLER	DEPOSIT REFUND	\$21.94
MET LIFE	DENTAL INSURANCE	\$365.87
MIDWEST OFFICE TECHNOLOGY	SERVICES	\$64.86
MUNICIPAL SUPPLY INC	PARTS	\$969.95
MUTUAL OF OMAHA	LIFE INSURANCE	\$66.37
O'REILLY AUTO PARTS	SUPPLIES	\$148.41
OFFICE OF AUDITOR OF STATE	FILING FEE	\$175.00
OSCEOLA FARM & HOME	SERVICES	\$298.53
OSCEOLA SENTINEL TRIBUNE	SUBSCRIPTION	\$42.00
OSCEOLA SERVICE	FUEL	\$172.33
OSCEOLA WATER WORKS	APPLY DEPOSITS	\$449.44
PENICK ELECTIRC	SERVICES	\$30.00
BOWE PORTER	DEPOSIT REFUND	\$100.00
REYNOLDSON & VANWERDEN LLP	LEGAL SERVICES	\$159.75
ROBINSONS CO	BATTERIES	\$34.95
SCHILDBERG CONSTRUCTION CO	ROCK	\$446.44
SEMINOLE RETAIL ENERGY SERV	NATURAL GAS	\$1,443.16
SHAZAM	SERVICES	\$10.00
SPOKE COMMUNICATIONS, LLC	SERVICES	\$1,500.00
STAR EQUIPMENT, LTD	REPAIRS	\$539.04
STATE HYGENIC LABORATORY	LAB TESTING	\$312.50
ADAM STEPHENSON	DEPOSIT REFUND	\$100.00
MARLA THORNTON	DEPOSIT REFUND	\$100.00
TOM & JOHN'S AUTO SERVICE	REPAIRS	\$65.00
TOP NOTCH	SUPPLIES	\$200.00
WYATT TYLER	DEPOSIT REFUND	\$100.00

U.S. CELLULAR	COMMUNICATION	\$293.35
U.S. POST OFFICE	POSTAGE	\$455.92
UNITED HEALTH CARE	HEALTH INSURANCE	\$7,528.47
UNITY POINT CLINIC	SERVICES	\$357.00
BRITTANY VIDALES	DEPOSIT REFUND	\$100.00
WESTRUM LEAK DETECTION	SERVICES	\$2,850.00
WILD BLUE	COMMUNICATION	\$86.32
WILDER'S TRUCK SERVICE	REPAIRS	\$42.50
WINDSTREAM	COMMUNICATION	\$345.78
RUSSELL WOODS	DEPOSIT REFUND	\$100.00
ZIMCO SUPPLY CO.	SERVICES	\$201.25
	TOTAL	\$560,265.26

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

Utility Office Manager Carrie Benda reported to the board payments received from the Income Offset Program.

There were no board member reports.

There being no further business to discuss, board member O'Hair motioned and Castro seconded adjournment at 6:15 p.m.

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


 Larry Bishop, Vice Chair

Attest:


 Carrie Benda, Utility Office Manager

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Approved by the Osceola Water Board of Trustees on June 9, 2016.