

OSCEOLA WATER BOARD

March 1, 2018

The Osceola Water Board met for the regularly scheduled meeting on Thursday, March 1, 2018 at 5:30 P.M. This being the time and place as legally posted, the meeting was called to order by Chairman Alisha Kale with the following Board Members present: Larry Bishop, MacKenzie O'Hair and Mark Binning. Jim Kimball arrived at 5:32 p.m. Also present were Superintendent Brandon Patterson, Utility Office Manager Carrie Benda, Water Works Administrative Assistant Kim Allard, David Harrison, Kyle Sandage and others not signed in.

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

Ayes: Bishop, O'Hair, Binning, Kale

Nays: None

Absent: Kimball

Motion Passed

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

Water Superintendent Brandon Patterson opened the discussion regarding entering into an architectural agreement with Design Alliance by introducing David Harrison to the board. Mr. Patterson gave a brief timeline and the current need to work with an architect to move forward with the final building repairs. Mr. Harrison spoke to the board regarding the process, schedule of events and a board exercise. After discussion, board member Bishop motioned to enter into an architectural agreement with Design Alliance and Kimball seconded the motion. Roll call of the vote was:

Ayes: Bishop, O'Hair, Binning, Kimball, Kale

Nays: None

Motion Passed

Resolution 2018-06

Utility Office Manager Carrie Benda opened the discussion regarding cyber liability insurance by presenting information received from Friday Insurance. Mrs. Benda presented the current policy that Osceola Water Works holds with a premium of \$1,587.00. The stand alone policy is at a premium totaling \$2,168 with an optional insurance for cyber deception at a cost of \$450.00. After discussion, board member Binning authorized staff to move forward with the stand alone policy after clarification from Doug Miller regarding the policy and Bishop seconded the motion.

Ayes: Bishop, O'Hair, Binning, Kimball, Kale

Nays: None

Motion Passed

Utility Office Manager Carrie Benda opened the discussion regarding penalty waiver request for South Western Community College by presenting the written request from Betty Spangler of SWCC. Mrs. Benda presented the board's rule regarding penalty waiver, payment history and the penalty of \$4.10. After discussion, board member Binning motioned to waive the penalty of \$4.10 charged on January 16, 2018 and O'Hair seconded the motion.

Ayes: Bishop, O'Hair, Binning, Kimball, Kale

Nays: None

Motion Passed

Utility Office Manager Carrie Benda opened the discussion regarding water leak adjustment request for 431 E. Clay St. by presenting the written request from the homeowner Tobias Ramos. Mrs. Benda also presented the board's rule regarding water leak adjustment policy, cost of water breakdown and amount of usage with a credit amount. After discussion, board member Bishop

motioned to approve the issuance of a water leak credit in the amount of \$177.06 to the account for 431 E. Clay St. and Binning seconded the motion.

Ayes: Bishop, O'Hair, Binning, Kimball, Kale

Nays: None

Motion Passed

Utility Office Manager Carrie Benda opened the discussion regarding water leak adjustment request for 214 S. Jackson St. by presenting the written request from the homeowner Melissa Kennedy. Mrs. Benda also presented the board's rule regarding water leak adjustment policy, cost of water breakdown and amount of usage with a credit amount. After discussion, board member Bishop motioned to approve the issuance of a water leak credit in the amount of \$257.90 to the account for 214 S. Jackson St. and Binning seconded the motion.

Ayes: Bishop, O'Hair, Binning, Kimball, Kale

Nays: None

Motion Passed

Utility Office Manager Carrie Benda opened the discussion regarding water leak adjustment request for 401 W. Clay St. by presenting the written request from the homeowner Linda Hernandez. Mrs. Benda also presented the board's rule regarding water leak adjustment policy, cost of water breakdown and amount of usage with a credit amount. After discussion, board member Bishop motioned to approve the issuance of a water leak credit in the amount of \$182.23 to the account for 401 W. Clay St. and Binning seconded the motion.

Ayes: Bishop, O'Hair, Binning, Kimball, Kale

Nays: None

Motion Passed

Water Superintendent Report: Brandon Patterson reported to the board of a fire hydrant that was hit by a truck & repaired by staff and plant preparations for warmer weather. Mr. Patterson concluded his report by giving an update on the current lake level and updated the board with the next steps of the CCRC.

Chairman Kale presented the consent agenda. Board member Binning motioned to approve the consent agenda as presented and Bishop seconded the motion. The consent agenda included the Aging Report reflecting an outstanding balance of \$22,825.00 on all utility services, YTD Budget Report, minutes from the meeting held on February 1, 2018 as well as the following Bills and Claims:

I DAY CDL	TRAINING	\$400.00
AFLAC	PAYROLL	\$186.83
AGSOURCE LABORATORY	LAB TESTING	\$145.50
ALLIANT ENERGY	UTILITY	\$7,736.35
TRACY BAINTER	DEPOSIT REFUND	\$31.94
HANNAH BAYSINGER	DEPOSIT REFUND	\$7.33
BLUE TARP FINANCIAL, INC.	SUPPLIES	\$901.70
CALGON CARBON	CHEMICALS	\$5,979.12
CARD MEMBER SERVICE	SERVICES	\$591.53
CASEY'S GENERAL STORES	FUEL	\$578.60
CENTERPOINT ENERGY SERVICES	NATURAL GAS	\$1,910.52
CHEM-SULT	CHEMICALS	\$64,785.69
CINTAS FIRS AID & SAFETY	SERVICES	\$53.56
CIRCLE OF LIFE REHAB	DEPOSIT REFUND	\$150.00
CITY OF OSCEOLA	MONTHLY COLLECTIONS	\$156,186.74
COUNTRY CONCRETE	SERVICES	\$3,489.00
CR SERVICES	SUPPLIES	\$74.37
CRESTON PUBLISHING	PUBLICATION	\$374.14
D & D PEST CONTROL	SERVICES	\$45.00
DORSEY & WHITNEY LLP	LEGAL SERVICES	\$34905.00
FP MAILING SOLUTIONS	MAIL MACHINE MAINT	\$221.70
GILBERTS HOME VALUE	SUPPLIES	\$137.73
HACH COMPANY	SUPPLIES	\$1,440.08
HIGHWAY LUMBER	SERVICES	\$52.99
IA ASSOCIATION OF MUN UTILTIY	MEMBERSHIP	\$857.28
IA DEPT OF HUMAN SERVICES	PAYROLL	\$687.36

IA DEPT OF NATURAL RESOURCES	TRAINING	\$130.00
INTERNAL REVENUE SERVICE	PAYROLL	\$7,812.25
IOWA DEPT OF REVENUE	STATE TAXES	\$1,570.00
IOWA DEPT OF REVENUE	SALES TAX	\$5,011.00
IOWA ONE CALL	SERVICES	\$84.80
IOWA WORKFORCE DEV	UNEMPLOYMENT	\$1,820.00
IPERS	PAYROLL	\$4,906.44
J P AUTO	SERVICES	\$126.26
JETCO	SERVICES	\$3,469.65
KEMPER BENFITS	GAP INSURANCE	\$236.50
MASON KIEHL	DEPOSIT REFUND	\$150.00
MET LIFE	DENTAL INSURANCE	\$370.35
MIDWEST OFFICE TECHNOLOGY	SERVICES	\$86.66
MUNICIPAL MANAGEMENT CORP	SERVICES	\$700.00
MUNICIPAL SUPPLY INC.	SERVICES	\$1,798.10
MUTUAL OF OMAHA	LIFE INSURANCE	\$62.17
KAREN NEWTON	DEPOSIT REFUND	\$150.00
OSCEOLA FARM & HOME	SUPPLIES	\$601.69
OSCEOLA WATER WORKS	APPLY DEPOSITS	\$463.93
POLLARD WATER	SERVICES	\$732.16
PRIMORIS AEVENIA, INC.	HYDRANT DEPOSIT	\$1,300.00
R & F FEEDS	DEPOSIT REFUNDS	\$75.38
SHAZAM	MONTHLY FEES	\$25.00
SOLUTIONS	SUPPLIES	\$45.83
SPOKE COMMUNICATIONS	SERVICES	\$400.00
STATE HYGENIC LABORATORY	LAB TESTING	\$481.50
TRAVIS MECHANICAL	SERVICES	\$332.50
U.S. CELLULAR	COMMUNICATION	\$371.74
U.S. POST OFFICE	POSTAGE	\$465.92
UNITED HEALTH CARE	HEALTH INSURANCE	\$7,544.99
USA BLUEBOOK	SERVICES	\$113.37
DONALD VAN DYKE	DEPOSIT REFUNDS	\$150.00
VESSCO, INC.	SERVICES	\$2,929.29
ELENA VIDALES	DEPOSIT REFUND	\$21.42
WILD BLUE	COMMUNICATION	\$85.90
WILDER'S TRUCK SERVICE	SERVICES	\$462.99
WINDSTREAM	COMMUNICATION	\$378.01

TOTAL ACCOUNTS PAYABLE \$327,395.86

TOTAL PAYROLL CHECKS \$23,360.77

Ayes: Bishop, O'Hair, Binning, Kimball, Kale

Nays: None

Motion Passed

Utility Office Manager Carrie Benda reported a thank you note that was received from the Osceola Senior Center, 31 shutoffs for February, 10 Income Offset matches and a budget amendment that will be brought back in April.

Board member Kale communicated to the board regarding the bond for Clarke Community Schools. Board member Kimball discussed with the board on how they wished to move forward on the leak requests when the lake levels are at low levels.

There being no further business to discuss, board member Bishop motioned and Binning seconded adjournment at 7:24 p.m.

Ayes: Bishop, O'Hair, Binning, Kimball, Kale

Nays: None

Motion Passed


Alisha Kale, Chairman

Attest:



Carrie Benda, Utility Office Manager

Published in the Osceola Sentinel Tribune on March 15, 2018 for a cost of \$141.82.

Approved by the Osceola Water Board of Trustees on April 5, 2018.