

## OSCEOLA WATER BOARD

June 4, 2020

The Osceola Water Board met for the regularly scheduled meeting via telephone on Thursday, June 4, 2020 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, Mark Binning, James Kimball and Sara O'Hair. Also present were Superintendent Brandon Patterson, Utility Office Manager Carrie Benda and Water Works Foreman Royce Robertson.

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

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

Nays: None

Motion Passed

No one was present on the call to discuss items not on the agenda.

Utility Office Manager Carrie Benda opened the discussion of the bad debt write-off by presenting a listing of utility accounts that have received their final bill and staff is not able to collect. These accounts have been final billed for five-years. Mrs. Benda stated that the customer utility deposits have been applied to the account balances and requested board authorization to move the accounts from active to bad debt. Mrs. Benda continued by stating that the City Council had approved the write off for sewer and garbage amounts. After discussion, board member Kimball motioned to approve the movement of accounts from active to bad debt and Binning seconded the motion.

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

Nays: None

Motion Passed

Water Superintendent Brandon Patterson opened the discussion regarding 115 South Kossuth Street by presenting a map reflecting the lot and closest water mains to the property. Mr. Patterson continued by discussing with the board options to get water services to the property. After discussion, board member Binning motioned to allow the customer to tap the water main located on East Washington Street and to allow a customer service line to be ran to the property in the city right of way to the lot of 115 S. Kossuth Street. At this point, a meter pit will be set. Board member Kimball seconded the motion.

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

Nays: None

Motion Passed

Water Superintendent Brandon Patterson opened the discussion regarding rule 14, multiple meters located in one dwelling of Osceola Water Works Rules and Regulations by stating this is a conversation brought back from the May board meeting. Mr. Patterson presented information to the board regarding the current number of multi-unit properties and how the change in metered services could affect the utility. Mr. Patterson presented a draft rule for discussion. After discussion, board member Kimball motioned to approve the amendment of rule 14 in the Osceola Water Works Rules and Regulations to reflect anything constructed or renovated after June 4, 2020 are required to chose one of the two options presented as outlined in resolution 2020-08 and Bishop seconded the motion. Roll call of the vote was:

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

Nays: None

Motion Passed

***Resolution 2020-08***

Water Superintendent Brandon Patterson stated that all of the information was not compiled for the water treatment plant software/SCADA system and asked to move this agenda item to the July 2, 2020 board meeting.

Water Superintendent Brandon Patterson opened the discussion regarding water rates for FY 2020-2021 by stating that the water rate study previously approved had been put on hold due to the COVID-19 virus. Mr. Patterson continued by presenting information regarding budgeted line items, history of uncollectible accounts and possible examples of water rates for the board to review. After board discussion, board member Kimball motioned to set a public hearing for the July 2, 2020 board meeting to discuss water rates for FY 2020-2021 and Binning seconded the motion. Roll call of the vote was:

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

Nays: None

Motion Passed

**Resolution 2020-09**

Water Superintendent Report: Brandon Patterson shared with the board projects that are in the process including, lagoon cleaning, center tower repairs, main break repairs and leak services. Mr. Patterson continued his report by discussing with the board the office reopening and shutoff process that will go back to normal processes for the month of June as well as reporting that employee evaluations are in process. Mr. Patterson completed his report by giving the board an update the plant repairs that are being made to make the plant fully operational and employee hours.

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 \$29,736.24 on all utility services, YTD Budget Report, minutes from the meetings held on May 7, 2020 as well as the following Bills and Claims:

AFLAC	PAYROLL	\$428.80
AGSOURCE LABORATORY	LAB TESTING	\$93.00
ALLIANT ENERGY	UTILITY	\$8,942.91
ROBERT BAER	REFUND	\$8.87
BOBS AUTO SUPPLY	SUPPLIES	\$55.94
BOBS CUSTOM TROPHIES, INC.	SERVICES	\$14.95
BUD JONES CONSTRUCTION	SERVICES	\$3,198.32
CARD MEMBER SERVICE	SERVICES	\$732.47
CASEY’S GENERAL STORES	FUEL	\$383.99
CENTERPOINT ENERGY SERVICES	NATURAL GAS	\$1,977.44
CHEM-SULT	CHEMICALS	\$20,757.09
CHESNUT LAWN & LANDSCAPE	SERVICES	\$260.00
CINTAS FIRST AID & SAFETY	SERVICES	\$112.47
CITY OF OSCEOLA	MONTHLY COLLECTIONS	\$149,778.87
CITY OF OSCEOLA – FLEX	PAYROLL	\$86.68
CITY OF OSCEOLA – HEALTH	HEALTH INSURANCE	\$8,400.71
CLARKE COUNTY SHERIFF	SERVICES	\$308.44
DYLAN CLUBINE	DEPOSIT REFUND	\$150.00
CR SERVICES	SERVICES	\$607.66
FP MAILING SOLUTIONS	SERVICES	\$110.85
GILBERTS TRUE VALUE	SERVICES	\$250.15
JOSE GOMEZ CERDA	DEPOSIT REFUND	\$150.00
SUSY GONZALEZ	DEPOSIT REFUND	\$150.00
GRAINGER	SERVICES	\$138.06
HAWKINS	SERVICES	\$1,371.80
HIGHWAY LUMBER	SERVICES	\$11.59
HYDRO KLEAN	SERVICES	\$5,333.95
IA DEPT OF HUMAN SERVICES	PAYROLL	\$757.83
IDEAL READY MIX	CONCRETE	\$1,198.00
IMWCA	WORKMANS COMP	\$1,534.00
INTERNAL REVENUE SERVICE	PAYROLL	\$5,332.92
IOWA DEPT OF REVENUE	PAYROLL	\$1,616.00
IOWA DEPT OF REVENUE	WET TAX	\$4,524.00
IOWA ONE CALL	SERVICES	\$66.60
IPERS	PAYROLL	\$6,122.50

JETCO, INC.	SERVICES	\$1,375.00
BRANDY JOHNSON	DEPOSIT REFUND	\$151.62
KD TIRES, LLC	SERVICES	\$17.00
CLARESA KENT	DEPOSIT REFUND	\$48.20
JULIETTE LUNCSFORD	DEPOSIT REFUND	\$157.68
CHYRA MCMILLEN	REFUND	\$2.30
MELLEN & ASSOCIATES, INC.	SERVICES	\$2,844.05
MENARDS – CLIVE	SERVICES	\$457.87
MET LIFE	DENTAL INSURANCE	\$392.72
GEORGE MICHELMANN	DEPOSIT REFUND	\$103.70
MIDWEST OFFICE TECHNOLOGY	SERVICES	\$62.98
MUNICIPAL MANAGEMENT CORP	SERVICES	\$2,600.00
MUNICIPAL SUPPLY INC.	SERVICES	\$2,641.40
MUTUAL OF OMAHA	LIFE INSURANCE	\$50.91
LENA NEWBURG	REFUND	\$39.43
ONSITE SERVICE SOLUTIONS, LLC	SERVICES	\$1,393.75
OSCEOLA WATER WORKS	APPLY DEPOSITS	\$2,065.88
STEVE & DODY OSGOOD	REFUND	\$55.69
MICHAEL PATE	REFUND	\$100.49
CRIS PAULSEN	REFUND	\$39.43
JOELLA PERRY	DEPOSIT REFUND	\$85.92
STEVE REYNOLDS	REFUND	\$35.85
SCHILDBERG CONSTRUCTION CO	SERVICES	\$463.68
SHAZAM	SERVICES	\$25.00
SIRWA	SERVICES	\$25.88
SPOKE COMMUNICATIONS	SERVICES	\$410.00
STATE HYGENIC LABORATORY	LAB TESTING	\$455.00
US CELLULAR	COMMUNICATION	\$346.72
US POST OFFICE	POSTAGE	\$444.89
UMB BANK	BOND PAYMENT	\$210,656.25
SHELBY WARREN	DEPOSIT REFUND	\$100.00
WILD BLUE	COMMUNICATION	\$175.00
KAROLINE WILLIAMS	REFUND	\$10.50
WINDSTREAM	COMMUNICATION	\$371.37
ZIEGLER INC.	SERVICES	\$1,041.57

TOTAL ACCOUNTS PAYABLE: \$453,719.19

TOTAL PAYROLL CHECKS: \$16,342.83

TOTAL PAID \$470,062.02

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

Nays: None

Motion Passed

Utility Office Manager Carrie Benda reported to the board one final month of income offset funds that are anticipated and the preparation for year end.

Board member Binning wished to express his thank you for continued employee morale at the water treatment plant. Board member Kimball asked some specific particulars in regards to the water plant repairs.

There being no further business to discuss, board member Binning motioned and Kimball seconded adjournment at 5:54 p.m.

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

Nays: None

Motion Passed

  
Alisha Kale, Chairman

Attest:

\_\_\_\_\_  
Carrie Benda, Utility Office Manager

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Approved by the Osceola Water Board of Trustees on