

Urbandale Water Board Minutes

Board Member, Becky DeVries, called the regular meeting of the Urbandale Water Board of Trustees to order at 4:32 p.m. at the Water Utility office on January 9, 2019.

Board Members Present: John McCune via phone, Phil Noah via phone, and Becky DeVries. Also present were General Manager Dale Acheson, Distribution Manager Gail Palmer and Secretary Lisa Duede. Absent: None.

McCune moved, seconded by Noah to approve the Agenda as posted. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

There were no comments made during the Citizen's Forum.

DeVries, moved, seconded by McCune to approve the December 11, 2018 Water Board Minutes as written. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

McCune moved, seconded by Noah to approve payment of the following bills from the General Fund. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

Des Moines Water Works – water	339,959.47
Urbandale Sanitary District – sewer	332,051.38
City of Urbandale – storm water	194,411.94
City of Urbandale – solid waste	171,022.74
Des Moines Water Works – debt service	88,910.01
Treasurer, State of Iowa – WET/sales taxes	44,368.00
Des Moines Water Works – O&M	42,494.67
First American Bank – sinking funds	41,840.28
Urbandale W/H Sanitary District – sewer	24,721.54
IPERS – contributions	16,469.71
Networks, Inc. – IT services	5,505.60
Ketzner Strategies – consulting	5,000.00
Core & Main – parts, training, locator	4,770.00
Municipal Supply – supplies, meters	3,115.52
CenturyLink – fiber optic	985.55
Engineering Resource Group, Inc. – 1029-2 WSI	928.89
City of Urbandale – Fuel	898.80
Des Moines Water Works – lab analysis	690.00
Des Moines Commercial Cleaning – janitor	640.00
Hach Company – supplies	548.05
State Hygienic Laboratory – lab analysis	500.00
Pitney Bowes – meter lease	462.57
Sheakley UniService, Inc. – TPA services	450.06
Des Moines Water Works – leak detection	411.00
Dan's Overhead Door – door repair	381.00
ACME Tools – tools	379.99
Card Services – phone, meeting expense	307.87
Triplett Companies – office supplies	290.70
General Fire and Safety – fire alarm inspection	212.25
AWWA – dues	180.00
Xerox Financial Services – copier lease	166.31
CDW Government – supplies	156.98
Logan Contractors, Inc. – supplies	128.96

Webspec Design – web services	120.00
Cintas – mat service	105.00
Arnold Motor Supply – supplies	80.65
Premier Office Equipment – Xerox images	68.48
Sheakley Workforce Management Services – FSA fee	65.00
Bound Tree – first aid supplies	58.76
Urbandale Sanitary Sewer – sewer exemption	50.00
Premier Pest Services – pest control	39.00
ABL Laboratories – supplies	29.00
Menards – supplies	31.67
Sheakley UniService, Inc. – December payroll	89,425.25
Sheakley UniService, Inc. – processing	334.74
Deposit refunds/overpayments	1,111.99
Dental/Visual	104.80
Petty Cash	134.09
Sheakley Workforce Mgmt. Services – admin fee	60.00
Elder Corporation – hydrant meter refund	881.65
Hydro Klean – hydrant meter refund	1,773.50
Downing Construction – hydrant meter refund	226.49
Vantage Transfer Agents – December contributions	17,746.33
Tristar Benefit Administrators – self fund	144.50
The Des Moines Register – publication	134.57
Mail Services – mail processing	11,132.05
Sun Life & Health Insurance – premium	616.58
Accurate Land Co. – hydrant meter refund	1,106.38
U.S. Cellular – communication	66.98
Wellmark Blue Cross Blue Shield – premium	32,675.48
Austin Te Brink – reimburse test fees	70.00

The Board reviewed bank reconciliations, income and disbursements, year to date budget percentages, cash flows, water purchased, and water sold.

DeVries moved, seconded by Noah to open the public hearing to consider the 2019-1 Water System Improvements Project (70th Street – New York Avenue to Urbandale Avenue). Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

The General Manager reviewed the bids received in connection with the project.

The General Manager stated there were no written or oral objections received.

DeVries moved, seconded by McCune to close the public hearing. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

McCune moved, seconded by Noah approving the Plans, Specifications, Form of Contract and Estimate of Cost for the 2019-1 Water System Improvements Project (70th Street – New York Avenue to Urbandale Avenue). Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

McCune moved, seconded by Noah to accept the lowest responsible bid received for the 2019-1 Water System Improvements Project (70th Street – New York Avenue to Urbandale Avenue) from Kingston Services LLC of Des Moines, Iowa in the amount of \$224,998.20. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

The Distribution Manager reviewed a proposal from McClure Engineering for design services on the 100th Street & Douglas Water Project.

Following discussion, Noah moved, second by McCune approving the proposal from McClure Engineering for design services in the amount of \$40,500.00. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

The General Manager and Chairman provided an update on regionalization meetings and activities.

The next regular meeting was set for February 12, 2019 at 4:30.

There being no further business, Noah moved, seconded by McCune to adjourn at 5:02 p.m. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

Attest: Lisa Duede

Becky DeVries: Board Member