

Urbandale Water Board Minutes

Board Member, Phil Noah, called the regular meeting of the Urbandale Water Board of Trustees to order at 4:31 p.m. at the Water Utility office on February 12, 2019.

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

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

During the Citizen's Forum, John Hollebrands, 4217 – 86th Street, inquired about future annexation and its impact it would have on the Utility.

McCune, moved, seconded by Noah to approve the January 9, 2019 Water Board Minutes as written. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

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

Des Moines Water Works – water	216,135.35
Urbandale Sanitary District – sewer	340,708.04
City of Urbandale – storm water	191,237.16
City of Urbandale – solid waste	171,320.91
Des Moines Water Works – debt service	88,910.01
Treasurer, State of Iowa – WET/sales taxes	44,814.00
First American Bank – sinking funds	41,840.28
E.H. Wachs – valve maintenance trailer	35,599.13
Urbandale W/H Sanitary District – sewer	24,965.71
IPERS – January contributions	16,425.65
Transit Works – GPS equipment	11,290.00
Mail Services – mail processing	9,746.53
Networks, Inc. – IT services	8,422.48
Municipal Supply – supplies, meters	5,985.90
MidAmerican Energy – utilities	3,588.13
Core & Main – parts, training, locator	3,334.40
City of Urbandale – phone, fuel	3,238.28
Don White & Son Sodding – 2018-1 WSI	2,343.00
ACME Tools – plate compactor	1,862.48
Corrpro Companies, Inc. – tank inspections	1,840.00
J & K Contracting – main repair	1,464.00
City of Urbandale – fuel	1,246.26
CenturyLink – fiber optic	1,064.98
Des Moines Commercial Cleaning – janitor	640.00
Des Moines Water Works – lab analysis	630.00
Pitney Bowes – postage	600.00
Triplett Companies – office supplies	574.70
Quality Traffic Control – traffic signs	535.00
OPG-3, Inc. – Laserfiche support	533.00
Central Iowa Ready Mix – supplies	485.00
SupplyWorks – supplies	367.20
Rapids Reproductions – 2019-2 WSI, drafting paper	344.16

AWWA – dues	238.00
City of Urbandale – training	326.42
Arnold Motor Supply – automotive supplies	236.07
Card Services – phone service	235.55
Logan Contractors, Inc. – supplies	212.52
Des Moines Water Works – leak detection	211.00
Menards – supplies	187.13
Larry’s Window Service – window cleaning	175.00
Xerox Financial Services – copier lease	166.31
Bonnie’s Barricades – traffic control	154.05
Webspec Design – web services	120.00
Des Moines Register – publication	116.99
CenturyLink – DSL	101.97
Technology by Design – alarm service call	100.00
CenturyLink – communication	90.14
IAMU – training	85.00
G & L Clothing – allowances	78.26
Cintas – mat service	70.00
The UPS Store – shipping	65.79
Interstate All Battery – batteries	56.70
Premier Office Equipment – Xerox images	43.39
Premier Pest Services – pest control	39.00
Urbandale Sanitary District – sewer exemption	30.00
Sheakley UniService, Inc. – January payroll	92,605.03
Sheakley UniService, Inc. – January processing	507.74
Vantage Transfer Agents – January contributions	15,006.07
Deposit Refunds/Overpayments	552.16
CenturyLink – DSL	100.97
Des Moines Register – publication	105.94
Dental/Visual	91.20
The Home Depot – supplies	31.63
ICMA Retirement Corporation – plan fee	250.00
Mail Services – mail processing	11,132.84
MidAmerican Energy – utilities	2,948.98
Synergy Contracting – hydrant meter refund	1,034.15
Nash Drilling – hydrant meter refund	375.52
U.S. Cellular – communication	66.98
Wellmark Blue Cross Blue Shield – premium	31,884.48
Tristar Benefit Administrators – self fund	144.50
CenturyLink – communication	173.11
Clothing allowance	67.98
Sheakley Workforce Management Services – FSA fee	60.00
Unity Point Clinic-Occupational Medicine – dues	40.00
Sun Life & Health Insurance – premium	721.03
Hydro-Klean – hydrant meter refund	1,605.41

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

Noah moved, seconded by DeVries to open the public hearing to consider the 2019-2 Water System Improvements Project (Roseland Drive – 64th Street to 70th Street). Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

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

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

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

DeVries moved, seconded by Noah approving the Plans, Specifications, Form of Contract and Estimate of Cost for the 2019-2 Water System Improvements Project (Roseland Drive – 64th Street to 70th Street). Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

McCune moved, seconded by Noah to accept the lowest responsible bid received for the 2019-2 Water System Improvements Project (Roseland Drive – 64th Street to 70th Street) from Holbrook Construction of Yale, Iowa in the amount of \$312,557.20. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

The Distribution Manager reviewed an Easement Request from MidAmerican Energy located on the SW corner of the Utility's property at 3701 – 104th Street.

Following discussion, McCune moved, second by Noah approving the Easement at 3701 – 104th Street. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

The General Manager reviewed the proposed FY 2019-20 Budget with the Board.

Following discussion, Noah moved, seconded by DeVries approving the FY 2019-20 Budget as presented. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

The Chairman provided an update on regionalization meetings and activities.

The General Manager provided an update on legislative activity that is pertinent to the Utility.

The General Manager noted he would be attending the Annual AWWA Conference in June.

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

There being no further business, McCune moved, seconded by DeVries to adjourn at 5:15 p.m. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

Attest: Lisa Duede

Phil Noah: Board Member