

## Urbandale Water Board Minutes

Chairman, John McCune, called the regular meeting of the Urbandale Water Board of Trustees to order at 4:30 p.m. at the Water Utility office on September 12, 2019.

Board Members Present: John McCune, 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 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 Noah to approve the August 13, 2019 Water Board Minutes as written. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

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

First American Bank – sinking payments, 2012	
Capital loan payoff	1,822,798.30
Des Moines Water Works – water	425,009.47
Urbandale Sanitary District – sewer	406,306.65
Holbrook Construction – 2019-2 WSI	227,964.09
City of Urbandale – storm water	193,214.80
City of Urbandale – solid waste	186,184.45
Des Moines Water Works – debt service	88,910.01
Treasurer, State of Iowa – WET/sales taxes	82,954.00
Kingston Services – 2019-1 WSI	58,360.86
Municipal Supply – meters, parts	31,385.31
Urbandale W/H Sanitary Sewer District	28,427.16
IPERS – January contributions	26,197.68
Des Moines Water Works – O&M	25,261.09
First American Bank – retirement health escrow	20,115.41
McClure Engineering – engineering services	4,530.00
MidAmerican Energy – utilities	3,823.13
City of Urbandale – fuel	3,686.69
Polk County Treasurer, property taxes	3,344.00
Networks – IT services	2,471.65
Mail Services – mail processing	1,591.41
Xenia Rural Water – water	1,238.76
IAWA – dues	1,015.09
Iowa One Call – locates	783.90
United Rentals – safety equipment	750.00
Des Moines Water Works – lab analysis	720.00
Tesdell Electric Ltd. – antenna install	712.56
Des Moines Commercial Cleaning – janitor	640.00
CenturyLink – fiber optic	515.28
State Hygienic Laboratory – lab analysis	500.00
Boot Barn – clothing allowances	481.40
Triplett Companies – office supplies	445.16
UMB Bank, N.A. – service fee	443.06

Hach Company – supplies	367.22
Dale Acheson – meeting expenses	332.79
Gail Palmer – meeting expenses	327.57
Core & Main – supplies	280.82
Blackburn Mfg. Co. – locate flags	275.91
CEC – radio maintenance	273.50
AWWA-Iowa Section – training	240.00
Card Services – phone service	233.27
Treasurer, State of Iowa – unclaimed property	210.15
All Forms & Supplies, Ltd. – printing	209.39
American Plumbing Supply Company – supplies	190.00
Xerox Financial Services – copier lease	176.65
Logan Contractors Supply, Inc. – supplies	150.84
Urbandale Sanitary Sewer – sewer exemption	120.00
Webspec Design – web services	120.00
CenturyLink – DSL	101.97
United Seeds – supplies	100.00
Transit Works – GPS pole	99.00
CenturyLink – communication	95.94
Menards – supplies	75.39
The UPS Store – shipping	67.07
Sheakley Workforce Mgmt. Services – FSA fee	60.00
Interstate All Battery – batteries	48.79
Shattuck Turf Farm – supplies	47.50
Premier Pest Services – pest control	39.00
Arnold Motor Supply – services	29.37
Premier Office Equipment – Xerox images	25.11
U.S. Cellular – communication	22.96
Team Services – 2019-1 WSI	13.75
Plumb Supply – part	3.88
Sheakley UniService, Inc. – August payroll	152,316.58
Sheakley UniService, Inc. – August processing	577.06
Vantage Transfer Agents – August contributions	23,272.16
Deposit refunds/overpayments	734.65
Dental/Visual	169.20
Clothing Allowances	101.64
Petty Cash	212.83
Technology by Design – alarm monitoring	276.00
U.S. Cellular – communication	66.82
Wellmark Blue Cross Blue Shield – Sept. premium	33,233.71
Tristar Benefit Administrators – Sept. self-fund	144.50
IAWA – training	260.00
N. Pingel – reimburse class fee	155.00
Sun Life & Health Insurance – Sept. premium	737.70
The Home Depot – employee retirement gift	280.00

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

The General Manager and Distribution Manager reviewed the proposed 2020-2025 Capital Improvement Plan with the Board.

Following discussion, Noah moved, seconded by DeVries to adopt the 2020-2025 Capital Improvement Plan as presented. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

The General Manager reviewed a Proposal for engineering services for design and management of the 170<sup>th</sup> Street Water Tower Lighting Project. The proposal is from Krishna Engineering in the amount of \$5,000.00.

Following discussion, Noah moved, seconded by DeVries approving the proposal from Krishna Engineering. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

There was discussion on the Phase III Metro Regionalization Study from FCS and Des Moines Water Works. The Chairman and General Manager provided an update on meetings they have attended.

The General Manager reviewed a chart of water rates around the metro area. It was noted the Urbandale's rate falls in the lower median compared to the surrounding communities.

The next regular meeting was set for October 8, 2019 at 4:30.

There being no further business, Noah moved, seconded by DeVries to adjourn at 5:30 p.m. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

Attest: Lisa Duede

John McCune: Chairman