

## 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 April 12, 2016.

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 March 8, 2016 Water Board Minutes as written. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

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

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| Des Moines Water Works – water                          | 151,060.07 |
| Urbandale Sanitary District – sewer                     | 274,452.49 |
| City of Urbandale – 100 <sup>th</sup> Street water main | 169,612.29 |
| City of Urbandale – solid waste                         | 166,701.40 |
| City of Urbandale – storm water                         | 123,956.72 |
| Des Moines Water Works – debt service                   | 140,963.73 |
| First American Bank – sinking funds                     | 41,771.70  |
| Treasurer, State of Iowa – sales tax                    | 30,456.00  |
| Urbandale W/H Sanitary District – sewer                 | 26,195.76  |
| Municipal Supply – meters, supplies                     | 17,997.24  |
| IPERS – March contributions                             | 13,862.72  |
| Urban Hills Development – main reimbursement            | 11,852.99  |
| Mail Services – statement/notice processing             | 10,264.44  |
| Networks, Inc. – IT services                            | 6,173.55   |
| MidAmerican Energy – utilities                          | 2,454.40   |
| Pholmeier Construction, Inc. – valve repair             | 1,616.00   |
| Torqbuddy LLC – supplies                                | 871.00     |
| American Concrete – supplies                            | 698.00     |
| Des Moines Water Works – leak detection                 | 697.00     |
| Des Moines Commercial Cleaning – janitor                | 640.00     |
| Des Moines Water Works – lab analysis                   | 522.00     |
| CenturyLink – communication                             | 502.00     |
| State Hygienic Laboratory – lab analysis                | 500.00     |
| Backflow Solutions, Inc. – subscription fee             | 495.00     |
| Triplett Companies – office supplies                    | 443.96     |
| Manatt's Inc. – supplies                                | 432.00     |
| Thomas Bus Sales, Inc. – truck repair                   | 402.44     |
| CenturyLink – communication                             | 324.94     |
| G & L Clothing – allowances                             | 242.54     |
| ICMA Retirement Corporation – plan fee                  | 250.00     |
| Larry's Window Service – window cleaning                | 175.00     |
| The Home Depot – supplies                               | 166.54     |
| Xerox Financial Services – copier lease                 | 160.85     |

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|---|------------|
| The Des Moines Register – subscription        | 156.01     |
| Logan Contractor’s Supply – supplies          | 118.45     |
| Menards – supplies                            | 110.47     |
| Webspec Design – web hosting                  | 100.00     |
| The Des Moines Register – publication         | 96.87      |
| Strauss Security Solutions – lock             | 82.20      |
| Urbandale Sanitary District – sewer exemption | 80.00      |
| Arnold Motor supply – supplies                | 55.98      |
| Premier Office Equipment – Xerox images       | 51.21      |
| Premier Pest Services – pest control          | 39.00      |
| G & K Services – mat service                  | 34.80      |
| Omark Safety – supplies                       | 11.12      |
| Garland’s Inc. – supplies                     | 9.30       |
| Sheakley Pay Systems – payroll                | 133,726.53 |
| Sheakley Pay Systems – processing             | 729.51     |
| Deposit Refunds/Overpayments                  | 1,845.85   |
| Dental/Visual                                 | 330.74     |
| Vantage Transfer Agents – 401                 | 12,044.77  |
| All Forms & Supplies, Ltd. – printing         | 547.50     |
| Tristar Benefit Administrators – premium      | 144.50     |
| SupplyWorks – supplies                        | 602.10     |
| CenturyLink – T-1 line                        | 325.76     |
| Petty Cash                                    | 70.02      |
| Des Moines Commercial Cleaning – janitor      | 640.00     |
| Grand View University – tuition assistance    | 532.50     |
| Iowa One Call – locates                       | 372.60     |
| MidAmerican Energy – utilities                | 3,039.78   |
| Sun Life & Health Insurance – premium         | 651.16     |
| Wellmark Blue Cross Blue Shield – premium     | 27,576.92  |
| Colonial Homes – temporary meter refund       | 29.81      |

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

The General Manager reviewed proposed adjustments to the Fee Schedule.

Following discussion, Noah moved, seconded by DeVries approving the adjustments to the Fee Schedule. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

The General Manager reviewed a programming proposal in the amount of \$18,430 from Cogsdale that would allow integration with the Sensus meter reading software into the CSM software.

Following discussion, McCune moved, seconded by DeVries approving the programming proposal not to exceed \$18,430. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

The Distribution Manager provided an update on current projects.

The General Manager reported on the Iowa Partnership for Clean Water Meeting that he attended on April 6<sup>th</sup> and gave an update on the CIRDWC Technical Committee activities.

The next regular meeting was set for May 10, 2016.

There being no further business, DeVries moved, seconded by McCune to adjourn at 5:34 p.m. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

Attest: Lisa Duede

John McCune: Chairman