

Urbandale Water Board Minutes

Chairman, John McCune, called the regular meeting of the Urbandale Water Board of Trustees to order at 12:05 p.m. at the Water Utility office on December 10, 2015.

Board Members Present: John McCune, Phil Noah and Becky DeVries. Also present were General Manager Dale Acheson 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 not comments made during the Citizen's Forum.

DeVries, moved, seconded by McCune to approve the November 10, 2015 Water Board Minutes as written. Ayes: McCune, DeVries. Pass: Noah. 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.

Des Moines Water Works – water	171,460.83
Urbandale Sanitary District – sewer	276,763.29
City of Urbandale – solid waste	162,649.22
J.R. Stelzer Company – tower painting	124,814.80
City of Urbandale – storm water	122,085.76
Des Moines Water Works – debt service	140,963.73
Networks, Inc. – IT services	72,338.15
Treasurer, State of Iowa – sales tax	42,854.00
First American Bank – sinking funds	41,771.70
Urbandale W/H Sanitary District – sewer	25,430.77
Municipal Supply – meters, supplies	22,445.55
Des Moines Water Works – 3 rd quarter O&M	20,280.87
IPERS – contributions	14,291.16
City of Urbandale – FY2015 audit fee	11,501.00
Krishna Engineering Consultants, Inc. – services	6,251.00
City of Urbandale – mowing	5,559.30
Hallett Materials – supplies	3,778.78
MidAmerican Energy – utilities	2,357.09
Bauer Built – backhoe tires	1,765.00
City of Urbandale – fuel	1,390.71
HD Supply Waterworks – supplies	1,284.57
American Concrete – supplies	761.25
Commonwealth Electric Company – overhear door repair	651.49
Des Moines Commercial Cleaning – janitor	640.00
CenturyLink – fiber optic install	635.81
Iowa One Call – locates	604.80
Triplett Companies – supplies	532.97
Titan Machinery – tractor maintenance	501.28
Quality Traffic Control – traffic signs	465.00
Urbandale Chamber of Commerce – dues	450.00
Arnold Motor Supply – supplies	405.65
Hach Company – supplies	337.79
Xerox Financial Services – lease	321.70

CenturyLink – T-1 line	321.62
Sprayer Specialties, Inc. – supplies	260.50
Menards – supplies	185.64
G & L Clothing – allowances	163.48
Paper Free Technology – service call	125.00
Urbandale Sanitary Sewer District – sewer exemption	110.00
The Des Moines Register – publication	109.21
Premier Copiers – Xerox images	89.30
American Fence Company – gate maintenance	85.00
Logan Contractors Supply – supplies	57.60
Webspec Design – web hosting	40.00
Premier Pest Services – pest control	39.00
G & K Services – mat service	23.20
Lindsay Comer – dental/visual	19.80
The UPS Store – shipping	8.63
Sheakley Pay Systems – payroll	90,560.52
Sheakley Pay Systems – processing	451.64
Deposit Refunds/Overpayments	1,324.55
Petty Cash	48.30
Polk County Treasurer – return funds sent in error	68.32
Vantage Transfer Agents – 401	7,883.53
Wellmark Blue Cross Blue Shield – premium	25,849.34
Tristar Benefit Administrators – self fund	144.50
Des Moines Water Works – lab analysis	2,115.00
Mail Services – statement, notice processing	7,864.82
Municipal Supply – supplies	316.00
Sunlife & Health Insurance – premium	651.16

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

The General Manager reviewed a proposal from Baker Electric to retro fit the existing indoor and outdoor lights to LED lighting. Cost of the installation would be \$23,585.00 with a \$12,525.00 rebate from MidAmerican Energy for a total cost of \$11,060.00.

Following discussion, DeVries moved, seconded by McCune approving the proposal for LED lighting. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

The General Manager reviewed a proposal from Rapids Reproductions for an engineering design printer. Cost of the printer would be \$9,375.00 with a \$3,500.00 rebate from Hewlett Packard for a total cost of \$6,750.00.

Following discussion, McCune moved, seconded by Noah approving the proposal for the engineering design printer. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

Following discussion, DeVries moved, seconded by Noah to receive the FY2015 Audited Financial Statements. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

The General Manager discussed an incentive award recommendation to employee, John Thomas, for designing and constructing equipment that provides safety, organization and increased equipment life.

Following discussion, DeVries moved, seconded by Noah authorizing the incentive award to John Thomas in the amount of \$100.00. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

Other items of discussion included the upcoming budget preparation for FY2017 and the affect water rates may have in developing the budget.

The next regular meeting was set for January 13, 2016.

There being no further business, Noah moved, seconded by McCune to adjourn at 12:52 p.m. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

Attest: Lisa Duede

John McCune, Chairman