

Urbandale Water Board Minutes

Chairman, John McCune, called the regular meeting of the Urbandale Water Board of Trustees to order at 4:32 p.m. at the Water Utility office on June 16, 2015.

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.

During the Citizen's Forum, John Hollebrands inquired about the 156th construction project and depth of water main at that location.

Noah, moved, seconded by DeVries to approve the May 12, 2015 Water Board Minutes as written. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

DeVries 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	162,535.88
Urbandale Sanitary District – sewer	255,205.89
City of Urbandale – solid waste	161,650.29
Des Moines Water Works – debt service	129,168.70
City of Urbandale – storm water	59,171.83
First American Bank – sinking funds	41,771.40
Treasurer, State of Iowa – sales tax	31,417.00
Urbandale W/H Sanitary District – sewer	23,300.27
IPERS – contributions	19,985.74
Piper Jaffray & Co. – issuance costs	17,667.00
IMWCA – work comp insurance	11,196.00
Mail Services – statement/notice processing	9,019.71
Bose McKinney & Evans LLP – issuance costs	3,500.00
City of Urbandale – safety training, phone, fuel	3,408.83
MidAmerican Energy – utilities	2,591.84
Networks, Inc. – IT services	1,890.00
Hawkeye Truck Equipment – truck lights	1,639.00
CEC Communications – service contract	1,295.00
Piper Jaffray & Co. – dissemination agent services	1,000.00
Iowa One Call – locates	950.40
State Hygienic Laboratory – lab analysis	720.00
Des Moines Water Works – leak detection	663.00
Des Moines Water Works – lab analysis	643.00
Municipal Supply – supplies	447.80
ESRI – software maintenance	400.00
G & L Clothing – allowances	356.67
Supplyworks – supplies	353.77
DWX Internet – service	349.95
Hach Company – supplies	337.79
CenturyLink – T-1 line	323.56
Manatt's, Inc. – supplies	282.25
Bankers Trust Company – bank fee	250.00

Iowa DNR – certificate renewals	180.00
Larry’s Window Services – window cleaning	175.00
Xerox Financial Services – lease	160.85
Rapids Reproductions – toner	159.24
The Des Moines Register – publication	152.14
Urbandale Sanitary Sewer District – sewer exemption	150.00
Methodist Occupational Health & Wellness – testing	144.00
Ardick Equipment Co., Inc. – detour signs	140.00
Shattuck Turf Farms – supplies	114.00
Logan Contractor’s Supply – supplies	113.72
One Source – background checks	95.00
Triplett Companies – supplies	91.74
AWWA – membership	89.00
The Home Depot – supplies	78.43
Safety Kleen Systems, Inc. – used oil pick up	62.15
Arnold Motor Supply – supplies	47.88
Premier Pest Services – pest control	39.00
Premier Copiers – Xerox images	27.57
Menards – supplies	26.73
Plumb Supply – supplies	26.64
Earl’s Tire & Service – tire repair	24.33
G & K Services – mat service	18.36
The UPS Store – shipping	14.74
Sheakley Pay Systems – May payroll	127,863.05
Sheakley Pay Systems – processing	672.61
Deposit Refunds/Overpayments	865.02
Dental/Visual	216.40
Des Moines Water Works – lab analysis	792.00
Iowa One Call – locates	848.70
Hydro Klean – hydrant meter refund	725.40
Vantage Transfer Agents – May contributions	7,541.50
Wellmark Blue Cross Blue Shield – premium	25,849.34
Tristar Benefit Administrators – self fund	144.50
Mail Services – notice processing	333.52
G. Palmer – reimburse expense	66.08
Sun Life & Health Insurance – premium	622.77
Xerox Financial Services – lease	160.85

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

Following discussion, McCune moved, seconded by Noah to pre-approve payment of incoming invoices that will be due prior to the June 30, 2015 year end. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

The General Manager reviewed Sensus meter reading software upgrade with the Board.

Following discussion, McCune moved, seconded by DeVries to move forward with the meter reading software upgrade. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

The Distribution Manager reviewed three bid proposals for roof repairs with the Board.

Following discussion, Noah moved, seconded by DeVries approving the bid submitted from Academy Roofing in the amount of \$29,000. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

The General Manager reviewed proposed adjustments to the Salary Schedule for FY2015-16 with the Board.

Following discussion, McCune moved, seconded by Noah approving adjustments to the salary schedule for the FY2015-16. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

Other items of discussion included the backflow program, private fire hydrants, status of the Utility's web page design, and a report on the AWWA National Conference attended by the General Manager.

The next regular meeting was set for July 14, 2015.

There being no further business, Noah moved, seconded by DeVries to adjourn at 5:55 p.m. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

Attest: Lisa Duede

John McCune, Chairman