

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 May 16, 2017.

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 McCune to approve the April 11, 2017 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	178,107.74
Urbandale Sanitary District – sewer	276,256.39
City of Urbandale – storm water	184,515.97
City of Urbandale – solid waste	165,403.65
Des Moines Water Works – debt service	89,593.29
Holbrook Construction, Inc. – CIP	48,794.85
Treasurer, State of Iowa – sales tax	42,409.00
Municipal Supply – supplies, meters	26,450.20
Urbandale W/H Sanitary District – sewer	23,112.28
First American Bank – sinking funds	41,909.41
IPERS – contributions	14,365.00
Mail Services – statement/notice processing	10,143.04
R.D. McKinney Plumbing & Excavating – CIP	5,646.27
Networks, Inc. – IT services	2,554.85
City of Urbandale – training, phone, diesel	2,388.39
MidAmerican Energy – utilities	2,136.76
Central Iowa Ready Mix – repair supplies	1,854.00
City of Urbandale – fuel	1,554.74
ESRI – maintenance renewal	1,500.00
Des Moines Water Works – lab analysis	1,203.00
Bentley Systems – microstation renewal	990.00
Iowa One Call – locates	908.10
IDNR – certification renewals	720.00
Des Moines Commercial Cleaning – janitor	640.00
Logan Contractor's Supply, Inc. – supplies	568.10
Grimes Asphalt & Paving Corp. – repair supplies	546.86
CenturyLink – fiber optic	502.00
Bankers Trust – bank fee	500.00
TEAM Services, Inc. – CIP	450.82
Arnold Motor Supply – supplies	395.32
Stroh Corporation – AC maintenance	380.22
Rapids Reproductions – drafting supplies	359.11
Triplett Companies – office supplies	352.44

Hach Company – sampling supplies	344.03
CenturyLink – T-1 line	323.56
The Des Moines Register – publications	225.92
HD Supply Waterworks – supplies	186.20
Xerox Financial Services – copier lease	164.32
All Forms & Supplies – printing	157.49
Shattuck Turf Farms – repair supplies	142.50
United Seeds – repair supplies	140.00
G & L Clothing – allowances	123.74
Urbandale Sanitary District – sewer exemption	120.00
Menards – supplies	109.79
Pitney Bowes – meter supplies	104.53
Webspec Design – web hosting	100.00
The Home Depot – supplies	96.40
AWWA – dues	90.00
Premier Office Equipment – Xerox images	80.74
Construction Aggregate Products, Inc. – meter parts	80.54
Internet Domain Name Services Inc. – renewal	80.00
U.S. Cellular – communication	70.76
U.S. Cellular – communication	65.89
Iowa Prison Industries – printing	47.50
One Source – background check	47.50
S. Asada – clothing allowance	47.49
Premier Pest Services – pest control	39.00
G & K Services – mat service	13.90
Batteries Plus Bulbs – batteries	6.95
Sheakley Pay Systems – April payroll	89,554.53
Sheakley Pay Systems – April processing	491.15
Deposit refunds/overpayments	453.17
Petty Cash	47.45
Vantage Transfer Agents – 401	10,747.63
Tristar Benefit Administrators – May premium	144.50
Des Moines Water Works – leak detection	236.00
The Home Depot – supplies	100.98
State Hygienic Laboratory – lab analysis	500.00
IAMU – dues	1,248.87
ICMA Retirement Trust – plan fee	250.00
Mail Services – notice processing	339.74
Networks, Inc. – IT services	2,020.00
RLW Strategies, LLC – consulting	5,000.00
Sun Life & Health Insurance – May premium	669.76
U.S. Cellular – communication	65.89
Vermeer – trailer repair	85.43
Wellmark Blue Cross Blue Shield – May premium	28,026.47
Wellmark Blue Cross Blue Shield – annual EOB fee	160.00
D. Acheson – reimburse office supplies	119.96

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

The General Manager asked the Board to consider the adoption of a 457 Deferred Compensation Plan as an option for the employees to participate in as an instrument to save towards retirement. The plan would be voluntary and would not incur any costs to the Utility.

Following discussion, McCune moved, seconded by DeVries to establish a 457 Deferred Compensation Plan to be administrated by ICMA Retirement Corporation for the benefit of the Urbandale Water Utility employees. The Urbandale Water Utility General Manager shall be the designated coordinator for this program. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

The Chairman and General Manager provided updates on discussions with Des Moines Water Works and West Des Moines Water Works with regard to regionalization.

The Distribution Manager provided updates on the current water system improvement projects.

The next regular meeting was set for June 13, 2017 at 4:30 p.m.

There being no further business, Noah moved, seconded by DeVries to adjourn at 5:22 p.m. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

Attest: Lisa Duede

John McCune: Chairman