

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 July 14, 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 McCune to approve the June 14, 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.

Des Moines Water Works – water	362,705.31
Urbandale Sanitary District – sewer	255,056.51
Des Moines Water Works – debt service	140,963.73
Treasurer, State of Iowa – sales tax	35,045.00
City of Urbandale – solid waste	24,430.19
Urbandale W/H Sanitary District – sewer	23,272.99
City of Urbandale – storm water	21,895.35
First American Bank – sinking funds	41,909.41
IPERS – March contributions	13,149.04
Mail Services – statement/notice processing	9,583.81
Sensus – RNI SAAS Fee	9,000.00
Krishna Engineering – engineering services	5,800.25
MidAmerican Energy – utilities	5,208.13
Iowa DNR – water supply fee	4,583.60
Johanna Weber – conference expenses	2,163.76
IMWCA – liability insurance	1,567.00
Iowa One Call – locates	968.40
G & L Clothing – allowances	947.95
Bentley Systems, Inc. – micro station subscription	877.00
Des Moines Water Works – lab analysis	849.40
Des Moines Commercial Cleaning – janitor	640.00
Pitney Bowes – postage	600.00
The Des Moines Register – publication	512.90
CenturyLink – fiber optic	502.00
State Hygienic Laboratory – lab analysis	500.00
West Side Mechanics – backhoe repair	398.88
Pitney Bowes – meter lease	382.59
HD Supply Waterworks – supplies	352.45
CenturyLink – T-1 line	324.94
Superior Printing & Promotions – printing	294.17
Methodist Occupational Health & Wellness – testing	279.00
Omark Safety – safety equipment	272.22
ICMA Retirement Corporation – plan fee	250.00

Urbandale Sanitary District – sewer exemption	200.00
Webspec Design – web hosting	205.00
Networks, Inc. – IT services	180.00
Telog – supplies	169.51
Xerox Financial Services – lease	162.50
Logan Contractor’s, Inc. – supplies	94.80
AWWA – dues	90.00
The Home Depot – supplies	88.37
Fenner Irrigation – line repair	87.44
Municipal Supply – supplies	86.00
Clothing allowances	167.26
Menards – supplies	82.31
Grainger – supplies	62.15
Thomas Bus Sales, Inc. – truck repair	52.50
IPI – printing	47.50
One Source – background check	47.50
Hach Company – supplies	46.65
Adams Door Co., Inc. – door opener	45.00
Premier Office Equipment – Xerox images	44.53
Premier Pest Services – pest control	39.00
Unity Point-Occupational Medicine – testing	37.00
G & K Services – mat service	25.52
United Rentals – calibration	25.00
Earl’s Tire Service – truck maintenance	24.95
Rapids Reproductions – drafting supplies	15.88
Titan Machinery – backhoe part	12.44
Sheakley Pay Systems – payroll	91,506.31
Sheakley Pay Systems – processing	409.97
Deposit Refunds/Overpayments	256.15
Dental/Visual	726.56
Clothing Allowances	306.56
Petty Cash	84.25
Pressure Point Cleaners – hydrant meter refund	236.32
Vantage Transfer Agents – 401	9,556.24
Tristar Benefit Administrators – self fund	136.00
City of Urbandale – solid waste	140,000.00
City of Urbandale – storm water	100,000.00
Networks, Inc. – IT services	1,970.00
G. Palmer – reimburse expenses	486.63
Sun Life & Health Insurance – premium	616.81
B. Dhainin – reimburse fee	35.00
Wellmark Blue Cross Blue Shield – premium	26,826.34

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

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Following discussion, McCune moved, seconded by Noah ordering construction of 2016-1 Water System Improvements, 71st. – Prairie Ave. to Airline Ave. for the Urbandale Water Utility, Urbandale, Iowa and fixing a date for Public Hearing August 9th, 2016 at 4:30 P.M. and taking bids August 9th, 2016 at 10:00 A.M. in the

Board Room of the Urbandale Water Utility, 3720-86th St., Urbandale, Iowa. Ayes: McCune, Noah, DeVries.
Nays: none. Motion Carried.

There was discussion on the purchase of asset management software from Innovyze that would be used to keep track of all operation and maintenance activities of the distribution assets. Cost of the software would be \$25,000 with an annual maintenance fee of \$3,500.00

Following discussion, McCune moved, seconded by Noah approving the asset management software purchase from Innovyze. Ayes: McCune, Noah, DeVries. Nays: none.

The Distribution Manager reviewed a proposal from Liquid Engineering to clean and inspect the 170th Street Water Tower at a cost of \$4,265.00.

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

The next regular meeting was set for August 9, 2016 at 4:30 p.m.

There being no further business, McCune moved, seconded by DeVries to adjourn at 5:15 p.m. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

Attest: Lisa Duede

John McCune: Chairman