

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 September 20, 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.

During the Citizen’s Forum, John Hollebrands, 4217 86<sup>th</sup> St. inquired about water quality.

DeVries, moved, seconded by Noah to approve the August 9, 2016 Water Board Minutes as written. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

DeVries, moved, seconded by McCune to approve the August 18, 2016 Water Board Minutes as written. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

McCune, moved, seconded by Noah to approve the August 25, 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	296,814.88
Urbandale Sanitary District – sewer	333,437.27
McClure Engineering Co. – treatment plant design	305,900.00
City of Urbandale – storm water	190,486.56
City of Urbandale – solid waste	165,138.57
Des Moines Water Works – debt service	140,963.73
Treasurer, State of Iowa – sales tax	78,627.00
Municipal Supply – meters, supplies	36,573.75
Urbandale W/H Sanitary District – sewer	28,763.68
Des Moines Water Works – O&M	25,944.20
Innovyze – GPS software	26,500.00
First American Bank – sinking funds	41,909.41
IPERS – contributions	14,380.39
Krishna Engineering – engineering services	14,212.00
Mail Services – processing	10,146.40
CEC – radios	10,077.00
Networks, Inc. – IT services	8,955.51
MidAmerican Energy – utilities	3,750.13
Urbandale LLC – main repair	3,300.00
City of Urbandale – main repair	2,825.11
Polk County Treasurer, Property taxes	2,794.00
City of Urbandale – fuel	1,619.26
IMWCA – liability insurance	1,567.00
IAWA – dues	997.32
Baker Electric – water salesman repair	880.59
Iowa One Call – locates	869.40
Des Moines Water Works – leak detection	708.00

Des Moines Commercial Cleaning – janitor	640.00
Pitney Bowes – postage	600.00
Hallett Materials – supplies	597.75
Des Moines Water Works – lab analysis	525.00
CenturyLink – fiber optic	502.00
HD Supply Waterworks – supplies	500.00
Radiodetection – equipment repair	460.99
Menards – supplies	449.25
Treasurer, State of Iowa – unclaimed property	447.92
G & L Clothing – allowances	438.23
IA-AWWA – training	390.00
Supplyworks – supplies	366.20
CenturyLink – T-1 line	324.94
Shattuck Turf Farms – supplies	323.00
D. Acheson – conference expense	309.82
Logan Contractor’s Supply – supplies	264.95
American Concrete – supplies	257.19
CIRDWC – dues	255.00
Midwest Lock & Security, Inc. – lock repair	197.45
Xerox Financial Services – copier lease	162.50
Urbandale Sanitary District – sewer exemption	160.00
The Des Moines Register – subscription	156.41
Triplett Companies – supplies	154.11
Verizon Wireless – communication	148.25
Hach Company – supplies	112.17
Webspec Design – web hosting	100.00
IAMU – training	99.00
The Des Moines Register – publication	98.84
Arnold Motor Supply – supplies	58.20
Premier Office Equipment – copier images	54.21
U.S. Cellular – communication	47.27
The Home Depot – supplies	42.00
Omark Safety – supplies	40.62
Premier Pest Services – pest control	39.00
G & K Services – mat service	38.28
G. Reese – check reissue	32.84
The UPS Store – shipping	11.27
Clive Power Equipment – engine part	9.65
Sheakley Pay Systems – payroll	94,785.81
Sheakley Pay Systems – processing	555.94
Deposit Refunds/Overpayments	283.55
Dental/Visual	126.58
Kaldenbergs PBS – hydrant meter refund	657.72
Vantage Transfer Agents – 401	10,014.31
Tristar Benefit Administrators – premium	136.00
City of Urbandale – fuel	1,419.18
City of Urbandale – training	217.78
Des Moines Water Works – lab analysis	696.00
The Home Depot – supplies	64.91
Iowa One Call – locates	728.10
IAWA – training	110.00
Clothing Allowance	83.70

Mail Services – statement/notice processing	9,094.25
G. Palmer – reimburse meeting expense	63.38
McKinney Excavating – overpayment	100.00
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.

The General Manager reviewed the Schedule of Delinquent Accounts with the Board. Following discussion, DeVries moved, seconded by Noah to pass Resolution 2016-01 for Assessment Schedule 2016-01 for Water Account Charges that are delinquent and certified to be filed with the County Treasurer for Polk County, Iowa. Ayes: McCune, DeVries. Nays: none. Motion carried.

The Distribution Manager reviewed a project located at 157<sup>th</sup> Street and Waterford that will make a connecting loop to the 156<sup>th</sup> Street water main with addition of a fire hydrant. The Utility will perform the work with exception of approximately 120 feet to be bored across 156<sup>th</sup> Street. A contract proposal in the amount of \$45.00 per foot was reviewed from Jackson Creek Enterprises to complete the boring portion of the project.

Following discussion, McCune moved, seconded by Noah approving the contract with Jackson Creek Enterprises. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

The Manager reviewed the low bid received from Murphy Tractor for the purchase of a John Deere Model 310SL Backhoe in the amount of \$46,900.00. Following discussion, DeVries moved, seconded by McCune approving the purchase from Murphy Tractor. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

There was discussion on talks with Des Moines Water Works (DMWW) relating to a potential water treatment plant. The General Manager and the Chairman shared thoughts on a proposed 28E Agreement submitted by DMWW. It was pointed out the agreement is heavily slanted to the position of DMWW. The Utility will continue to work with DMWW to try to resolve the differences.

The General Manager reported the DNR granted the Utility an extension on the Water Withdrawal Permit.

The next regular meeting was set for October 11, 2016 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: Gail Palmer                      John McCune: Chairman