

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 December 13, 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.

Noah moved, seconded by DeVries to approve the Agenda as posted. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

There were no comments made during the Citizen's Forum.

Noah, moved, seconded by McCune to approve the November 15, 2016, Water Board Minutes as written. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

DeVries, moved, seconded by Noah to approve the November 16, 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.

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| Des Moines Water Works – water | 178,254.26 |
| Urbandale Sanitary District – sewer | 313,244.88 |
| City of Urbandale – storm water | 187,020.47 |
| City of Urbandale – solid waste | 165,103.56 |
| Des Moines Water Works – debt service | 89,593.29 |
| Treasurer, State of Iowa – sales tax | 49,122.00 |
| Des Moines Water Works – O&M | 46,049.06 |
| First American Bank – sinking funds | 41,909.41 |
| Urbandale W/H Sanitary District – sewer | 27,198.22 |
| Municipal Supply – meters, supplies | 19,459.01 |
| IPERS – contributions | 14,449.74 |
| Mail Services – statement processing | 6,495.79 |
| Networks, Inc. – IT services | 5,365.01 |
| MidAmerican Energy – utilities | 4,347.20 |
| ICAP – insurance claim | 3,914.58 |
| J&K Contracting – CIP | 3,263.13 |
| Keltek Incorporated - equipment | 2,115.27 |
| Great Blinds, LLC – blinds | 1,575.00 |
| IMWCA – liability insurance | 1,567.00 |
| Hallett Materials – supplies | 1,193.86 |
| Des Moines Water Works – leak detection | 783.00 |
| City of Urbandale – fuel | 717.72 |
| Iowa One Call – locates | 649.80 |
| Des Moines Commercial Cleaning – janitor | 640.00 |
| Pitney Bowes – postage | 600.00 |
| Stroh Corporation – A/C service | 545.26 |
| CenturyLink – fiber optic | 502.00 |
| State Hygienic Laboratory – lab analysis | 500.00 |
| O'Halloran International – truck part | 487.75 |
| American Concrete – supplies | 475.81 |

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| Urbandale Chamber of Commerce – dues | 464.00 |
| G&L Clothing – allowances | 405.18 |
| CenturyLink – T-1 line | 323.56 |
| CEC – antenna maintenance | 305.00 |
| All Forms & Supplies – printing | 295.85 |
| The Home Depot – supplies | 283.95 |
| Titan Machinery – tractor hose | 263.14 |
| Arnold Motor Supply – supplies | 257.07 |
| Hach Company – supplies | 221.65 |
| Logan Contractors Supply, Inc. – supplies | 217.84 |
| HD Supply Waterworks – CIP | 164.82 |
| Triplett Companies – supplies | 164.81 |
| Xerox Financial Services – copier lease | 162.50 |
| Pollard Water – supplies | 112.66 |
| Urbandale Sanitary District – supplies | 90.00 |
| Premier Pest Services – pest control | 39.00 |
| Premier Office Equipment – Xerox images | 38.65 |
| G & K Services – mat service | 25.52 |
| Shattuck Turf Farms – supplies | 24.70 |
| Acme Tools – tools | 18.19 |
| The UPS Store – shipping | 11.27 |
| Sheakley Pay Systems – November payroll | 90,335.56 |
| Sheakley Pay Systems – November processing | 451.64 |
| Deposit Refunds/Overpayments | 62.98 |
| Petty Cash | 130.02 |
| Environmental Consultants, Inc. – hydrant meter refund | 1,095.18 |
| Timberline Cottages – hydrant meter refund | 227.18 |
| Manduz Masonry – hydrant meter refund | 284.94 |
| Vantage Transfer Agents – 401 | 9,964.08 |
| American Concrete – check reissue | 681.81 |
| Tristar Benefit Administrators – premium | 136.00 |
| Des Moines Asphalt & Paving Company – valve install | 178.64 |
| Networks, Inc. – IT services | 1,920.00 |
| Sun Life & Health Insurance – December premium | 669.19 |
| 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 a quote for renewal of the property and liability insurance with the Board. The renewal was submitted by the Utility’s Insurance Broker Administrator, Holmes Murphy, on behalf of ICAP. Following discussion, Noah moved, seconded by DeVries approving the quote from ICAP for the 2017 calendar year. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

The General Manager and Chairman gave an update on meetings with Des Moines Water Works and the SRF funding relating to a potential water treatment plant.

The next regular meeting was set for January 11, 2017 at 4:30 p.m.

There being no further business, DeVries moved, seconded by Noah to adjourn at 5:24 p.m. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

Attest: Lisa Duede

John McCune: Chairman