

## Urbandale Water Board Minutes

Chairman, John McCune, called the regular meeting of the Urbandale Water Board of Trustees to order at 11:34 a.m. at the Water Utility office on November 14, 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.

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 DeVries to approve the October 9, 2017 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.

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|---|------------|
| Des Moines Water Works – water                | 199,403.07 |
| Urbandale Sanitary District – sewer           | 378,986.40 |
| City of Urbandale – storm water               | 187,622.04 |
| City of Urbandale – solid waste               | 167,428.34 |
| Des Moines Water Works – debt service         | 89,593.29  |
| Treasurer, State of Iowa – sales tax          | 89,438.00  |
| Cogsdale Corporation – annual maintenance     | 47,290.82  |
| First American Bank – sinking funds           | 41,630.88  |
| Urbandale W/H Sanitary District – sewer       | 29,181.64  |
| IPERS – contributions                         | 14,896.85  |
| Municipal Supply – meters, supplies           | 14,633.98  |
| Mail Services – statement/notice processing   | 10,280.98  |
| Don White & Son Sodding – CIP                 | 9,830.00   |
| Central Iowa Ready Mix – office parking lot   | 7,910.88   |
| Networks, Inc. – IT services                  | 9,247.85   |
| Core & Main LP – supplies                     | 4,662.34   |
| Cogsdale Corporation – CSM locations purchase | 4,400.00   |
| MidAmerican Energy – utilities                | 2,023.60   |
| City of Urbandale – fuel                      | 1,886.28   |
| Hallett Materials – repair supplies           | 1,635.18   |
| Des Moines Water Works – lab analysis         | 1,620.00   |
| Discount Tire – tires                         | 1,470.50   |
| CEC – service renewal                         | 1,371.00   |
| J. Weber – reimburse meeting expenses         | 1,355.61   |
| Iowa One Call – locates                       | 835.20     |
| Des Moines Commercial Cleaning – janitor      | 640.00     |
| G&L Clothing – allowances                     | 527.73     |
| CenturyLink – fiber optic                     | 502.00     |
| Bankers Trust – bank fee                      | 500.00     |
| Triplett Companies – office supplies          | 480.68     |
| IMWCA – premium adjustment                    | 463.00     |
| D. Acheson – meeting expense                  | 457.97     |
| G. Palmer – meeting expense                   | 454.76     |

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| Hach Company – sampling supplies           | 344.03    |
| CenturyLink – T-1 line                     | 327.42    |
| Logan Contractors, Inc. – supplies         | 318.68    |
| Blackburn Mfg. Co. – supplies              | 248.84    |
| Arnold Motor Supply – automotive supplies  | 224.18    |
| Xerox Financial Services – copier lease    | 164.32    |
| Quality Traffic Control – traffic signs    | 155.00    |
| R. Light – reimburse supplies              | 151.55    |
| Tompkins Industries – hydraulic couplers   | 138.32    |
| Shattuck Turf Farms – repair supplies      | 133.00    |
| Batteries Plus Bulbs – power supply        | 107.95    |
| Webspec Design – web hosting               | 100.00    |
| The Home Depot                             | 92.48     |
| The Des Moines Register                    | 91.90     |
| IAMU – respiratory testing                 | 88.00     |
| U.S. Cellular – communication              | 65.96     |
| U.S. Cellular – communication              | 48.83     |
| Menards – supplies                         | 47.04     |
| Premier Office Equipment – Xerox images    | 45.00     |
| Premier Pest Services – pest control       | 39.00     |
| O’Reilly Auto Parts – automotive supplies  | 18.99     |
| G & K Services – mat service               | 13.90     |
| Sheakley Pay Systems – October payroll     | 89,395.96 |
| CenturyLink – communication                | 327.42    |
| Sheakley Pay Systems – processing          | 493.40    |
| The Des Moines Register – publication      | 102.20    |
| ICMA Retirement Corporation – plan fee     | 250.00    |
| Mail Services – notice processing          | 10,334.92 |
| Petty Cash                                 | 99.48     |
| G. Palmer – meeting expense                | 62.22     |
| Clothing Allowances                        | 409.40    |
| U.S. Cellular – communication              | 48.76     |
| Vantage Transfer Agents – 401              | 12,482.28 |
| Deposit refunds/overpayments               | 666.39    |
| Tristar Benefit Administrators – self fund | 144.50    |
| The Home Depot – tools                     | 98.76     |
| Iowa One Call – locates                    | 813.60    |
| Dental/visual                              | 150.00    |
| Sun Life & Health Insurance – premium      | 693.71    |
| U.S. Cellular – communication              | 65.96     |
| Wellmark Blue Cross Blue Shield – premium  | 29,086.54 |

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

The General Manager discussed the FY2017 Financial Statements and Auditor’s Report with the Board. Following discussion, McCune moved, seconded by DeVries to receive and file the FY2017 Financial Statements and Auditor’s Opinion. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

The General Manager reviewed a contract for legal representation with regard to development of a Regional Utility from Paul Drey with Brick Gentry Law Firm. The fee would be a not to exceed \$24,750 of which the

Utility would be responsible for one-third. Following discussion, Noah moved, seconded by DeVries approving the contract. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

The Manager brought to the Board a request for a waiver of hook on fee on behalf of Paul Sloan who owns property at 156<sup>th</sup> and Douglas. The waiver was an exchange for a water main easement. Following discussion, DeVries moved, seconded by McCune to waive the hook on fee. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

The General Manager and Board Chair updated the Board on meetings they have attended with regard to regionalization.

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

There being no further business, DeVries moved, seconded by McCune to adjourn at 12:29 p.m. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

Attest: Lisa Duede

John McCune: Chairman