

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 9, 2018.

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 McCune 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 Noah to approve the April 10, 2018 Water Board Minutes as written. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

Noah 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	202,708.82
Urbandale Sanitary District – sewer	323,759.70
City of Urbandale – storm water	187,873.64
City of Urbandale – solid waste	166,618.36
Des Moines Water Works – debt service	89,010.70
First American Bank – sinking funds	41,630.88
Treasurer, State of Iowa – sales tax	41,414.00
Holiday Retirement – overpayment	37,604.69
Urbandale W/H Sanitary District – sewer	24,758.83
IPERS – contributions	14,907.33
Mail Services – mail processing	9,490.64
Networks, Inc. – IT services	8,531.55
Des Moines Water Works – FCS services, leak detection	7,385.27
Core & Main – hydrant parts	7,004.37
Municipal Supply – meters, parts, supplies	5,351.53
Sensus – software maintenance	3,600.00
City of Urbandale – phone, diesel	2,480.56
MidAmerican Energy – utilities	2,413.12
American Fence Company – maintenance	2,223.00
Comtek, Inc. – internet wiring	1,941.46
ESRI – software maintenance	1,500.00
Bentley Systems, Inc. – software maintenance	1,014.00
Hallett Materials – supplies	995.09
Des Moines Commercial Cleaning – janitor	990.00
HQI – pump repair	800.00
G & L Clothing – allowances	761.31
CenturyLink – fiber optic	502.00
Total Truck – running boards	360.00
Hach Company – supplies	354.89
CenturyLink – communication	326.32
Triplett Companies – office supplies	289.78
Pitney Bowes – supplies	286.84
Rapids Reproductions – 2018-1 WSI	233.10

SupplyWorks – supplies	232.58
Central Iowa Ready Mix – supplies	226.50
Xerox Financial Services – copier lease	166.31
AIWA – training	150.00
Arnold Motor Supply – supplies	128.13
Methodist Occupational Medicine – testing	105.00
Menards – supplies	104.96
Webspec Design – hosting	100.00
Logan Contractors, Inc. – supplies	97.68
AWWA – dues	90.00
Urbandale Sanitary District – sewer exemption	90.00
Batteries Plus Bulbs – power supply	80.85
Construction & Aggregate Products, Inc. – supplies	80.54
Premier Office Equipment – Xerox images	72.58
Des Moines Water Works – meter test fee	63.00
Des Moines Water Works – lab analysis	48.00
One Source – background check	47.50
UnityPoint Clinic – testing	42.00
Premier Pest Services – pest control	39.00
G & K Services – mat service	13.90
The UPS Store – shipping	11.78
Sheakley UniService, Inc. – April payroll	90,521.08
Sheakley UniService, Inc. – April processing	397.00
Deposit refunds/overpayments	987.22
Edge Commercial – hydrant meter refund	236.06
City of Urbandale – bleed kits	151.96
Clothing allowances	7.41
Rochon Corporation – hydrant meter refund	234.79
Vantage Transfer Agents – April contributions	12,936.95
Tristar Benefit Administrators – self fund	144.50
The Des Moines Register – publication	203.41
Charles Gabus Ford – truck	16,139.84
R. Gerleman – reimburse AWWA book	103.50
J. Robert Hopson – GASB 75 Valuation	700.00
Iowa One Call – locates	511.20
ICMA Retirement Corporation – plan fee	250.00
Larry’s Window Service – window cleaning	175.00
Mail Services – mail processing	9,062.44
Sun Life & Health Insurance – premium	694.27
U.S. Cellular – communication	66.39
Wellmark Blue Cross Blue Shield – premium	32,888.69

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

McCune moved, seconded by Noah to open the public hearing to consider the 2018-1 Water System Improvements Project (Wilden Drive – 74th Street to 75th Street, Elm Drive – Wilden Drive to Roseland Drive, Intersection of Ashwood & Roseland Drive). Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

The Distribution Manager reviewed the bids received in connection with the project.

The General Manager stated there were no written or oral objections received.

McCune moved, seconded by DeVries to close the public hearing. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

McCune moved, seconded by DeVries approving the Plans, Specifications, Form of Contract and Estimate of Cost for the 2018-1 Water System Improvements Project (Wilden Drive – 74th Street to 75th Street, Elm Drive – Wilden Drive to Roseland Drive, Intersection of Ashwood & Roseland Drive). Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

McCune moved, seconded by Noah to accept the lowest responsible bid received for the 2018-1 Water System Improvements Project (Wilden Drive – 74th Street to 75th Street, Elm Drive – Wilden Drive to Roseland Drive, Intersection of Ashwood & Roseland Drive) from J & K Contracting of Ames, Iowa in the amount of \$225,225.25. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

The General Manager reviewed proposed updates to the Rules and Regulations with The Board. Following discussion, DeVries moved, seconded by McCune approving the first consideration of the proposed updates to the Rules and Regulations. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

The General Manager reviewed proposed updates to the Fee Schedule with The Board. Following discussion, DeVries moved, seconded by Noah approving the first consideration of the proposed updates to the Fee Schedule. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

The General Manager reviewed the Schedule of Delinquent Accounts with the Board. Following discussion, McCune moved, seconded by Noah to pass Resolution 2018-02 for Assessment Schedule 2018-02 for Water Account Charges that are delinquent and certified to be filed with the County Treasurer for Polk County, Iowa. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

The Chairman and General Manager provided an update on regionalization activities.

The General Manager provided an update on current projects.

The next regular meeting was set for June 19, 2018.

There being no further business, Noah moved, seconded by DeVries to adjourn at 5:13 p.m. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

Attest: Lisa Duede

John McCune: Chairman