

## Urbandale Water Board Minutes

Chairman, John McCune, called the regular meeting of the Urbandale Water Board of Trustees to order at 4:32 p.m. at the Water Utility office on June 19, 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 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.

DeVries, moved, seconded by Noah to approve the May 9, 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	275,062.45
Urbandale Sanitary District – sewer	328,316.35
City of Urbandale – May storm water	188,649.71
City of Urbandale – May solid waste	170,145.33
City of Urbandale – June storm water	153,000.00
City of Urbandale – June solid waste	136,000.00
Des Moines Water Works – debt service	89,010.70
Des Moines Water Works – O&M	75,870.00
Treasurer, State of Iowa – sales tax	50,582.00
IMWCA – insurance	42,282.00
First American Bank – sinking funds	41,840.28
Municipal Supply – meters, supplies	22,892.17
Urbandale W/H Sanitary District – sewer	24,951.98
IPERS – contributions	14,850.24
Des Moines Water Works – FCS services	13,095.54
Mail Services – mail processing	10,152.86
RLW Strategies, LLC - consulting	5,000.00
Central Iowa Ready Mix – supplies	3,460.00
Networks, Inc. – IT services	3,930.15
MidAmerican Energy – utilities	2,421.92
City of Urbandale – fuel	1,540.81
Des Moines Water Works – lab analysis	1,275.00
Dale Acheson – conference expenses	1,201.45
SupplyWorks – supplies	1,185.81
Core & Main – hydrant parts	1,028.05
Comstock Tree Service – tree trimming	975.00
Iowa One Call – locates	913.50
G & L Clothing – allowances	837.80
Des Moines Commercial Cleaning – janitor	640.00
Discount Tire – tires	629.00
City of Urbandale – safety training	606.47
Pitney Bowes – postage	600.00
Triplett Companies – office supplies	584.59

CenturyLink – fiber optic	502.00
Bankers Trust – bank fee	500.00
State Hygienic Laboratory – lab analysis	500.00
Shattuck Turf Farms – supplies	380.00
Murphy Tractor – backhoe repair	377.28
CenturyLink – T-1 line	326.32
Superior Printing & Promotions – printing	312.79
Arnold Motor Supply – supplies	229.70
Fenner Irrigation	137.40
Menards – supplies	127.48
Urbandale Sanitary Sewer District – sewer exemption	110.00
IDNR – permit	100.00
Kness Signs – truck decals	100.00
Quality Traffic Control – traffic signs	100.00
Webspec Design – web hosting	100.00
ABL Labs – calibration	94.00
AWWA – dues	90.00
Logan Contractor’s Supply – supplies	89.98
Engineering News Record – subscription renewal	87.00
Premier Office Equipment – Xerox images	81.92
The Home Depot – supplies	81.85
Construction Aggregate Products, Inc. – supplies	80.54
U.S. Cellular – communication	66.39
Omark Safety – first aid supplies	64.37
The Des Moines Register – publication	48.74
Methodist Occupational Health & Wellness – testing	48.00
One Source – background check	47.50
Premier Pest Services – pest control	39.00
Xerox Financial Services – copier lease	21.96
Strauss Security Solutions – keys	17.50
Cintas – mat service	16.94
Plumb Supply – supplies	15.62
Midwest Lock Solutions – keys	9.00
Fastenal Company – tools	8.68
G & K Services – mat service	6.95
Sheakley UniService, Inc. – May payroll	90,607.02
Sheakley UniService, Inc. – May processing	341.00
Deposit Refunds/Overpayments	526.75
Dental/Visual	450.00
Petty Cash	53.48
Vantage Transfer Agents – May contributions	12,954.95
Tristar Benefit Administrators – premium	144.50
Clothing Allowance	15.90
Central Iowa Ready Mix – supplies	910.00
City of Urbandale – training	100.00
The Des Moines Register – publish minutes	103.67
The Home Depot – supplies	13.08
Iowa One Call – locates	762.30
Mail Services – mail processing	387.85
Sheakley Management Services – FSA fee	60.00
Sun Life & Health Insurance – premium	694.27
U.S. Cellular – communication	66.39

Wellmark Blue Cross Blue Shield – premium

29,737.55

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

The General Manager reviewed proposed updates to the Rules and Regulations with The Board.

Following discussion McCune moved, seconded by Noah adopting a motion for the suspension of the rule requiring separate consideration at three meetings. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

Following discussion, McCune moved, seconded by DeVries suspending the second consideration and approving the updates to the Rules and Regulations as submitted effective July 1, 2018 as the third and final consideration. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

The General Manager reviewed proposed updates to the Fee Schedule with The Board.

Following discussion McCune moved, seconded by DeVries adopting a motion for the suspension of the rule requiring separate consideration at three meetings. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

Following discussion, McCune moved, seconded by Noah suspending the second consideration and approving the updates to the Fee Schedule as submitted effective July 1, 2018 as the third and final consideration. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

The General Manager reviewed proposed adjustments to the Salary Schedule for FY2018-19 with the Board.

Following discussion, Noah moved, seconded by DeVries approving adjustments to the Salary Schedule for the FY2018-19 as presented. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

The General Manager provided an update on current projects.

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

The next regular meeting was set for July 12, 2018.

There being no further business, Noah moved, seconded by DeVries to adjourn at 5:05 p.m. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

Attest: Lisa Duede

John McCune: Chairman