

Urbandale Water Board Minutes

Board Member, Phil Noah, called the regular meeting of the Urbandale Water Board of Trustees to order at 4:32 p.m. at the Water Utility office on November 12, 2018.

Board Members Present: John McCune via phone, 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.

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

McCune, moved, seconded by DeVries to approve the October 9, 2018 Water Board Minutes as written. Ayes: McCune, DeVries. Pass: Noah. Nays: none. Motion carried.

McCune 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	185,597.23
Urbandale Sanitary District – sewer	360,697.39
City of Urbandale – storm water	192,717.85
City of Urbandale – solid waste	171,741.61
Des Moines Water Works – debt service	89,010.70
Treasurer, State of Iowa – WET/sales taxes	69,198.00
Des Moines Water Works – services	41,840.28
First American Bank – sinking funds	27,762.94
Urbandale W/H Sanitary District – sewer	25,767.31
Des Moines Water Works – O&M	21,918.97
IPERS – contributions	16,667.21
Networks, Inc. – IT services	16,365.56
Municipal Supply – supplies	13,911.53
Core & Main – supplies, equipment	12,961.65
DM Bulk Mail Center – overpayment	10,893.95
Networks, Inc. – phone install	6,746.60
IMWCA – premium adjustment	2,557.00
Hallett Materials – supplies	2,414.51
Hallett Materials – supplies	2,091.38
MidAmerican Energy – utilities	1,997.59
Des Moines Water Works – lab analysis	1,680.00
R.D. McKinney Plumbing – contract work	1,575.00
CEC – software support	1,467.00
City of Urbandale – fuel	1,402.96
Fastenal Company – parts	858.87
Bonnies Barricades – traffic control	845.50
Hawkeye Truck Equipment - cabinet	777.00
Sam Hathaway – painting	739.03
L. Allen – conference expenses	728.89
UMB Bank – gear dryer	699.00
Des Moines Commercial Cleaning – janitor	640.00
Logan Contractors, Inc. – supplies	616.86
Pitney Bowes – postage	600.00

Triplett Companies – office supplies	536.21
G & L Clothing – clothing allowances	521.07
Hach Company – supplies	505.62
CenturyLink – fiber optic	502.00
Bankers Trust – bank fee	500.00
Quality Traffic Control – traffic signs	460.00
Vernon Manufacturing – water salesman maintenance	427.50
G. Palmer – reimburse phone fees	347.03
Des Moines Asphalt & Paving – supplies	226.20
Blackburn Mfg. Co. – flags	264.24
City of Urbandale – flu shots	180.00
Larry’s Window Service – window cleaning	175.00
Urbandale Sanitary District – sewer exemption	130.00
Webspec Design – web services	120.00
CenturyLink – DSL	100.97
Cintas – mat service	70.00
Kness Signs – printing	67.00
Secretary of State - notary renewals	60.00
Arnold Motor Supply – supplies	59.63
Menards – supplies	55.86
Premier Office Equipment – Xerox images	46.61
Premier Pest Services – pest control	39.00
Xerox Financial Services – copier lease	21.96
Batteries Plus Bulbs – batteries	17.98
Sheakley UniService, Inc. – October payroll	95,536.67
Sheakley UniService, Inc. – processing	334.74
Deposit refunds/overpayments	1,248.11
Petty cash	119.45
Ball Construction – hydrant meter refund	176.42
Nehring Construction – hydrant meter refund	1,050.09
Team Excavating – hydrant meter refund	1,429.57
Vantage Transfer Agents – October contributions	13,538.56
Business Furniture Warehouse – furniture	9,465.00
Comtek, Inc. – phone wiring	757.90
Dan’s Overhead Doors – door maintenance	109.94
The Home Depot – supplies	17.80
Iowa One Call – September locates	738.00
Mail Services – mail processing	10,354.14
N. Pingel – exam fee	30.00
Sheakley Workforce Mgmt. Services – FSA fee	60.00
U.S. Cellular – communication	66.46
J. Weber – conference expense	134.07
Webspec Design – web services	20.00
Wellmark Blue Cross Blue Shield – premium	32,675.48
D. Acheson – conference expense	581.35
L. Allen – conference expense	266.00
Tristar Benefit Administrators – premium	144.50
IDNR – operator certificate	40.00
G. Palmer – conference expense	582.44
Clothing allowance	42.38
Sun Life & Health Insurance – premium	719.31
A. Te Brink – exam fee	30.00

Supreme Lawn & Landscape – hydrant meter refund	1,388.14
Sandstone Management – hydrant meter refund	1,579.61

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

Following discussion, DeVries moved, seconded by McCune to receive and file the audited FY2018 Financial Statements issued by Eide Bailly. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

The Distribution Manager reviewed the 2019-1 Water System Improvement Project with the Board.

Following discussion, McCune moved, seconded by DeVries ordering construction of 2019-1 Water System Improvements, 70th Street – New York Avenue to NW Urbandale Avenue for the Urbandale Water Utility, Urbandale, Iowa and fixing a date for Public Hearing January 9th, 2019 at 4:30 P.M. and taking bids January 7th, 2019 at 10:00 A.M. in the Board Room of the Urbandale Water Utility, 3720 86th Street, Urbandale, Iowa. 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 2018-05 for Assessment Schedule 2018-05 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 General Manager and Chairman provided an update on regionalization meetings and activities. Based on the findings in the report issued by FCS, water rates would increase substantially to the water customers in order to support a Regional Water Supply.

The General Manger reported the phone system installation has been delayed.

The General Manager reported IDNR issued a satisfactory report resulting from the inspection of the Utility's water towers, system and facilities.

The next regular meeting was set for December 11, 2018.

Attest: Lisa Duede Phil Noah: Board Member