

Urbandale Water Board Minutes

Board Member, Becky DeVries, called the regular meeting of the Urbandale Water Board of Trustees to order at 4:30 p.m. at the Water Utility office on January 14, 2020.

Board Members Present: John McCune via phone, Phil Noah via phone and Becky DeVries. Also present were General Manager Dale Acheson, Distribution Manager Gail Palmer and Secretary Lisa Duede. Absent: none.

McCune 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 Noah to approve the December 10, 2019 Water Board Minutes as written. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

DeVries 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	210,235.63
Urbandale Sanitary District – sewer	349,928.18
City of Urbandale – storm water	197,727.87
City of Urbandale – solid waste	187,149.13
ICAP – liability insurance	43,551.31
Des Moines Water Works – debt service	89,378.17
Treasurer, State of Iowa – WET/sales taxes	48,629.00
Des Moines Water Works – system maintenance	26,008.47
Urbandale W/H Sanitary Sewer District	23,076.18
First American Bank – sinking Payments	27,738.89
IPERS – contributions	16,029.19
Municipal Supply – parts, supplies	9,032.80
Networks, Inc. – IT services	7,558.50
Ketzner Strategies – consulting	5,000.00
MidAmerican Energy – utilities	3,023.92
McClure Engineering – 100 <sup>th</sup> St. project	2,510.00
ERG – 2020-1 WSI	2,250.00
Dan’s Overhead Doors – door repair	1,505.29
Tesdell Electric – maintenance	1,100.14
Des Moines Water Works – lab analysis	825.00
E.H. Wachs – equipment parts	794.04
Hallett Materials – repair supplies	719.70
Johanna Weber – travel reimburse	679.20
City of Urbandale	666.65
The Home Depot Pro – janitor supplies	647.01
Des Moines Commercial Cleaning – janitor	640.00
Core & Main – repair supplies	623.98
Des Moines Water Works – leak detection	611.00
Murphy Tractor – tractor maintenance	577.50
Road Husky Trailer Company – trailer repair	524.10
CenturyLink – fiber optic	519.05
Sheakley UniService, Inc. – services	450.06
Elite Glass & Metal – roof maintenance	450.00

Arnold Motor Supply – tractor maintenance	366.81
Manatts, Inc. – repair supplies	332.00
Card Services – phone, supplies, D&A clearinghouse	287.17
ICMA-RC – plan fee	250.00
Clive Power Equipment – tools	200.00
Larry’s Window Service, Inc. – window cleaning	175.00
Logan Contractors Supply, Inc. – supplies	150.84
Des Moines Register – publication	132.00
Premier Office Equipment – copier maintenance	125.38
Webspec Design – web services	120.00
Discount Tire – tire	118.50
Boot Barn – clothing allowances	117.88
Cintas – mat service	105.00
CenturyLink – DSL	101.97
CenturyLink – communication	96.30
Triplett Companies – office supplies	93.27
Sheakley Workforce Management Services – FSA fee	60.00
Menards – supplies	56.41
Premier Pest Services – pest control	39.00
Urbandale Sanitary Sewer District – sewer exemption	30.00
U.S. Cellular – GPS	23.53
Xerox Financial Services – copier lease	10.88
Sheakley UniService, Inc. – December payroll	88,944.26
Sheakley UniService, Inc. – December processing	361.26
Deposit refunds/overpayments	677.43
Munro Construction – hydrant meter refund	158.39
Progressive Structures – hydrant meter refund	1,351.27
Vantage Transfer Agents – December contributions	15,294.30
Dental/vision	48.94
Tristar Benefit Administrators – January self-fund	136.00
The Home Depot Pro – supplies	14.45
UMB Bank – paying agent fee	250.00
CEC – support renewal	1,467.00
City of Urbandale – fuel	1,404.78
The Des Moines Register – publication	129.44
Hallett Materials – repair supplies	226.20
Iowa Outdoor Products – landscaping	810.24
Clothing allowance	225.46
Mail Services – mail processing	424.90
Polk County Treasurer – return funds deposit error	368.01
Petty cash	63.74
Premier Office Equipment – copier maintenance	180.01
Sun Life & Health Insurance – January premium	706.83
Elder Corporation – hydrant meter refund	1,230.52
U.S. Cellular – communication	67.98
Verizon – communicaton	80.02
Wellmark Blue Cross Blue Shield–January premium	32,224.70

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

The General Manager reviewed the Schedule of Delinquent Accounts with the Board. Following discussion, DeVries moved, seconded by McCune to pass Resolution 2020-01 for Assessment Schedule 2020-01 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.

Following discussion, McCune moved, seconded by DeVries approving the purchase of a Ford F250 from Gabus Ford in the amount of \$25,985.00. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

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

The February meeting is scheduled for February 11, 2020 at 12:00 p.m.

There being no further business, McCune moved, seconded by Noah to adjourn at 4:50 p.m. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

Attest: Lisa Duede

Becky DeVries: Board Member