

## Urbandale Water Board Minutes

Board Member, Phil Noah, called the regular meeting of the Urbandale Water Board of Trustees to order at 4:30 p.m. at the Water Utility office on March 10, 2020.

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

DeVries 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.

McCune, moved, seconded by DeVries to approve the February 11, 2020 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.

Des Moines Water Works – water	213,232.91
Urbandale Sanitary District – sewer	385,093.51
City of Urbandale – storm water	195,847.71
City of Urbandale – solid waste	185,853.83
Des Moines Water Works – debt service	89,378.17
Treasurer, State of Iowa – WET/sales taxes	46,111.00
First American Bank – sinking Payments	27,738.89
Urbandale W/H Sanitary Sewer District	25,254.41
IPERS – contributions	17,032.40
MidAmerican Energy – utilities	2,592.34
Mail Services – mail processing	1,068.16
Core & Main – supplies	942.69
Networks, Inc. – IT services	890.05
AWWA – conference registration	875.00
City of Urbandale – fuel	826.84
Municipal Supply – supplies, meter parts	780.80
Des Moines Commercial Cleaning – janitor	640.00
CenturyLink – fiber optic	519.23
Pitney Bowes – postage	500.00
State Hygienic Laboratory – lab analysis	500.00
Home Depot Pro – sanitary supplies	484.05
Murphy Tractor – tractor maintenance	383.04
Hach Company – sampling supplies	367.38
Card Services – phone service, tablet supplies	330.73
Metro Heating and Cooling – service call	272.42
AWWA – dues	245.00
General Fire and Safety – annual inspection	228.00
Xerox Financial Services – copier lease	177.50
City of Urbandale – safety training	161.50
Iowa One Call – locates	141.30
Webspec Design – web services	120.00
Premier Office Equipment – copier maintenance	118.55

Menards – tools	102.97
CenturyLink – communication	95.52
Triplett Companies – office supplies	93.76
Cintas – mat service	70.00
Urbandale Sanitary District – sewer exemptions	50.00
Premier Pest Services – pest control	39.00
First Medical Inc. – first aid supplies	26.67
One Source – FMCSA clearinghouse query	24.00
U.S. Cellular – GPS Communication	23.49
Premier Office Equipment – Xerox images	23.25
The UPS Store – shipping	14.69
Sheakley UniService, Inc. – February payroll	93,120.10
Sheakley UniService, Inc. – services	369.49
Deposit refunds/overpayments	461.32
Petty Cash	80.01
Dental/vision	150.00
Rochon Corporation – hydrant meter refund	448.18
Vantage Transfer Agents – February contributions	15,238.08
Wellmark Blue Cross Blue Shield – premium	34,058.32
Tristar Benefit Administrators – premium	153.00
Des Moines Register – publications	310.90
Des Moines Water Works – lab analysis	2,370.00
IAMU – dues	1,394.00
Mail Services – mail processing	9,023.29
Pitney Bowes – postage meter lease	462.57
Sheakley Workforce Mgmt. Services – admin. fee	60.00
Sun Life & Health Insurance – premium	760.57
U.S. Cellular – communication	275.95
Verizon – communicaton	80.04

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 Noah to pass Resolution 2020-02 for Assessment Schedule 2020-02 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.

Matt Stoffel with PFM Financial Advisors gave a presentation on the progress of the Financial Feasibility Study relating to options available to the Utility. This discussion was centered on the option of construction of our own water treatment plant.

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

The next regular meeting was set for April 10, 2020 at 12:00 p.m.

There being no further business, DeVries moved, seconded by McCune to adjourn at 5:34 p.m. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

Attest: Lisa Duede

Phil Noah: Board Member

