

Urbandale Water Board Minutes

Chairman, John McCune, called the regular meeting of the Urbandale Water Board of Trustees to order at 4:33 p.m. at the Water Utility office on April 14, 2020.

Board Members Present: John McCune via phone, Phil Noah via phone, and Becky DeVries via phone. 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.

Noah, moved, seconded by DeVries to approve the March 10, 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	202,338.02
Urbandale Sanitary District – sewer	349,690.51
City of Urbandale – storm water	196,408.25
City of Urbandale – solid waste	191,069.20
Des Moines Water Works – debt service	89,378.17
Treasurer, State of Iowa – WET/sales taxes	47,652.00
Des Moines Water Works – 4 <sup>th</sup> quarter O&M	30,601.17
Green State Credit Union – sinking Payments	27,738.89
Urbandale W/H Sanitary Sewer District	22,922.59
Charles Gabus Ford – 2020 F150	22,603.00
IPERS – contributions	16,058.32
Municipal Supply – meters	8,056.50
Networks, Inc. – IT services	5,241.00
Core & Main – supplies	2,431.42
City of Urbandale – fuel	767.11
Des Moines Water Works – lab analysis	645.00
Des Moines Commercial Cleaning – janitor	640.00
Hach Company – sampling supplies	585.28
CenturyLink – fiber optic	519.23
Pitney Bowes – postage	500.00
Backflow Solutions, Inc. – subscription fee	495.00
Pitney Bowes – meter lease	462.57
CEC – tower gate maintenance	342.00
Triplett Companies – office supplies	293.01
Card Services – Digium phone, IDNR license	286.73
Blackburn Mfg. Co. – locate flags	278.85
Arnold Motor Supply – auto supplies	265.88
North American Truck & Trailer – truck parts	229.49
First Medical Inc. – first aid supplies	211.35
Des Moines Water Works – leak detection	211.00
Xerox Financial Services – copier lease	177.50
Boot Barn – clothing allowance	140.24

Logan Contractors Supply, Inc. – supplies	136.44
Webspec Design – web services	120.00
CenturyLink – DSL	117.03
SubSurface Instruments – locator part	98.15
CenturyLink – communication	95.52
Iowa Prison Industries – printing	65.00
Urbandale Sanitary District – sewer exemptions	40.00
Premier Pest Services – pest control	39.00
U.S. Cellular – communication	23.49
Transit Works – supplies	15.70
The UPS Store – shipping	15.19
Sheakley UniService, Inc. – March payroll	91,856.52
Sheakley UniService, Inc. – March processing	361.26
Deposit Refunds/Overpayments	413.06
Dental/Vision	150.00
Petty Cash	97.40
Clothing Allowance	170.26
Vantage Transfer Agents – March contributions	7,611.14
CenturyLink – DSL	101.97
City of Urbandale – fuel	1,139.22
The Des Moines Register – publication	152.50
The Des Moines Register – subscription renewal	168.02
First Medical, Inc. – sanitary supplies	37.50
The Home Depot – tools	89.97
Iowa One Call – February locates	344.70
Mail Services – mail processing	9,077.59
McClure Engineering – services	1,000.00
Sun Life & Health Insurance – April premium	706.83
U.S. Cellular – communicaton	97.81
Verizon – communicaton	80.02
Wellmark Blue Cross Blue Shield – April premium	31,888.01
Tristar Benefit Administrators – April premium	136.00
Sheakley Workforce Mgmt. Services – FSA admin fee	60.00
Vantage Transfer Agents – 3/27/20 contributions	7,628.62

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

The General Manager reviewed a proposed Contagious Disease Response Plan (CDRP) with the Board. Following discussion, McCune moved, seconded by Noah approving the plan as presented. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

The General Manager reviewed a bid proposal for the purchase of a John Deere 310 SL Backhoe with the Board. With trade in of the existing backhoe the cost would be \$33,600.00. Following discussion, DeVries moved, seconded by McCune approving the purchase. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

The General Manager reviewed a proposal for purchase of a Wylie EXP-800-S Water Wagon in the amount of \$9,886.00 with the Board. Following discussion, Noah moved, seconded by DeVries approving the purchase. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

The General Manager gave a report on current projects.

The next regular meeting was set for May 12, 2020 at 4:30 p.m.

There being no further business, Noah moved, seconded by DeVries to adjourn at 5:00 p.m. Ayes: McCune, Noah, DeVries. Nays: none. Motion carried.

Attest: Lisa Duede

John McCune: Chairman