

Urbandale Water Board Minutes

Chairman, John McCune, called the regular meeting of the Urbandale Water Board of Trustees to order at 4:30 p.m. at the Water Utility office on February 14, 2023.

Board Members Present: John McCune via Zoom, Pat Boddy via Zoom, and Mark Wandro. Also present were General Manager Dale Acheson, Distribution Manager Gail Palmer, Engineer Neil Weiss, and Secretary Kathy Barger. Absent: none.

Wandro moved, seconded by Boddy to approve the agenda as posted. Ayes: McCune, Boddy, Wandro. Nays: none. Motion carried.

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

Boddy moved, seconded by Wandro to approve the January 10, 2023 Water Board Minutes as written. Ayes: McCune, Boddy, Wandro. Nays: none. Motion carried.

Boddy moved, seconded by Wandro to approve the February 7, 2023 Water Board Minutes as written. Ayes: McCune, Boddy, Wandro. Nays: none. Motion carried.

Wandro moved, seconded by Boddy to approve payment of the following bills from the General Fund. Ayes: McCune, Boddy, Wandro. Nays: none. Motion carried.

Des Moines Water Works - water	348,868.74
Urbandale Sanitary District – January sewer	463,056.89
City of Urbandale – January solid waste	224,984.69
City of Urbandale – January storm water	203,213.05
Des Moines Water Works – 3 rd Qtr O&M	42,403.45
IA Dept. of Revenue – Sales/WET tax	51,836.66
Municipal Supply – meters, clamps	29,005.71
Urbandale W/H Sanitary Dist–January sewer	25,617.55
IPERS – January contributions	20,899.93
GreenState Credit Union – sinking payments	20,024.44
Core & Main – leak detector	8,531.08
GreenState Credit Union – sinking payments	6,930.00
Triplett – office supplies and furniture	5,239.35
MidAmerican Energy – utilities	4,031.18
Engineering Resource Group – curb ramps	2,376.00
City of Urbandale - fuel	2,178.54
Networks, Inc – IT services	2,173.97
Central Iowa Ready Mix – main break repairs	1,550.00
Card Services – phone, training, employee exp.	1,208.34
Home Depot Pro – sanitary supplies	1,076.25
Des Moines Commercial Cleaning - janitor	1,020.00
Quality Traffic Control – traffic control	800.00
Des Moines Water Works – lab analysis	780.00
Superior Printing envelopes	713.55
All Forms & Supplies - letterhead	601.14
Communications Engineering – camera repairs	592.25

HQI - parts	554.00
OPG-3 - Laserfiche	534.00
AWWA - dues	532.00
Rapids Reproductions - plans	402.28
Iowa One Call - locates	397.80
Plumb Supply - parts	396.21
Home Depot - supplies	373.66
Verizon - communication	360.11
Mail Services – envelopes, statements	11,341.28
Metronet - fiber	252.20
Mission Square – plan fee	250.00
Premier Office Equipment – printer maint.	244.92
Menards - supplies	203.08
Xerox Financial Services – copier lease	177.50
Bomgaars – clothing allowance, parts	172.96
Fluid Conservation Systems - parts	146.00
Cintas – mat service	134.64
CenturyLink - Internet	124.98
Arnold Motor Supply – supplies	122.54
DM Register – publications	121.98
Webspec – web services	120.00
First Medical – supplies	116.95
CenturyLink - fiber	115.06
Urbandale Sanitary Sewer - exemptions	100.00
Larry’s Window - cleaning	87.50
US Cellular – after hours phone	85.19
Wylies Mfg. Co. - parts	79.20
OneSource – drug testing	65.00
Hach – equip. repair	53.14
Petty Cash - replenish	50.47
Unity Point Occ Med – drug testing	42.00
Premier Pest Services – pest control	39.00
Truck Equipment - parts	30.76
UPS - shipping	30.37
UPHDM – drug testing	23.75
US Cellular – GPS communications	19.49
Deposit Refunds/Overpayments	925.89
Hydrant Meter Refunds	3,946.22
Sheakley UniService, Inc.-Jan. payroll	164,153.57
Sheakley UniService, Inc. – Jan. processing	527.08
Mission Square – Jan. contributions	19,058.86
Tristar Benefit Administrators – self-fund	170.00
DM Register - publications	160.27
J&K Contracting – project retainage	8,775.60
Ketzner Strategies - consulting	5,000.00
Sheakley Workforce Mgmt – FSA Admin	60.00
Sun Life & Health Insurance – Jan. premium	848.84
US Cellular – phone and data	105.19
Wellmark BC/BS – Feb. premium	42,979.95
Wixted & Co – communication svc.	4,750.00
IDNR – construction permit apps.	225.60

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

Boddy moved, seconded by Wandro to open the public hearing to consider the 2023-1 Water System Improvements Project (Airline Avenue – 70th Street to 66th Street). Ayes: McCune, Boddy, Wandro. Nays: none. Motion carried.

The Distribution Manager reviewed the project and bids with the Board.

The General Manager stated there were no written or oral objections received.

Wandro moved, seconded by Boddy to close the public hearing. Ayes: McCune, Boddy, Wandro. Nays: none. Motion carried.

Wandro moved, seconded by Boddy approving the Plans, Specifications, Form of Contract and Estimate of Cost for the 2023-1 Water System Improvements Project (Airline Avenue – 70th Street to 66th Street). Ayes: McCune, Boddy Wandro. Nays: none. Motion carried.

Wandro moved, seconded by Boddy to accept the lowest responsible bid received for the 2023-1 Water System Improvements Project (Airline Avenue – 70th Street to 66th Street) from MB Construction, LLC of Monticello, Missouri in the amount of \$302,785.00. Ayes: McCune, Boddy, Wandro. Nays: none. Motion carried.

Wandro moved, seconded by Boddy to open the public hearing to consider the 2023-2 Water System Improvements Project (81st Street – Douglas Avenue to Madison Avenue – Madison Avenue - 81st Street to 82nd Street). Ayes: McCune, Boddy, Wandro. Nays: none. Motion carried.

The Distribution Manager reviewed the project and bids with the Board.

The General Manager stated there were no written or oral objections received.

Wandro moved, seconded by Boddy to close the public hearing. Ayes: McCune, Boddy, Wandro. Nays: none. Motion carried.

Wandro moved, seconded by Boddy approving the Plans, Specifications, Form of Contract and Estimate of Cost for the 2023-2 Water System Improvements Project (81st Street – Douglas Avenue to Madison Avenue – Madison Avenue - 81st Street to 82nd Street). Ayes: McCune, Boddy Wandro. Nays: none. Motion carried.

Wandro moved, seconded by Boddy to accept the lowest responsible bid received for the 2023-2 Water System Improvements Project (81st Street – Douglas Avenue to Madison Avenue – Madison Avenue - 81st Street to 82nd Street) from MB Construction, LLC of Monticello, Missouri in the amount of \$218,626.00. Ayes: McCune, Boddy, Wandro. Nays: none. Motion carried.

Following discussion, Boddy moved, seconded by Wandro approving a contract amendment by US Cellular allowing three additional antennas on the monopole at 3720 86th St. with additional rental revenue of \$500.00 per month. Ayes: McCune, Boddy, Wandro. Nays: none. Motion carried.

The General Manager reviewed a proposed water rate adjustment with the Board. The proposal would increase the domestic water rate from \$6.32 to \$6.64 per 1,000 gallons and the irrigation rate from \$7.32 to \$7.69 per 1,000 gallons. The proposed monthly service availability fee would raise the current fee by \$.50 (from \$4.50 to \$5.00) for a 5/8" meter. The service availability fees for all other sizes of meters would increase by the same percentage as the 5/8" meter fee.

Following discussion, Wandro moved, seconded by Boddy approving the rate and service availability fee increase proposals as submitted effective with the May 1, 2023 water bills. Ayes: McCune, Boddy, Wandro. Nays: none. Motion carried.

Following discussion, Wandro moved, seconded by Boddy approving the bulk water rate increase from \$9.32 per 1,000 gallons to \$9.69 per 1,000 gallons effective with the other water rate increases. Ayes: McCune, Boddy, Wandro. Nays: none. Motion carried.

Following discussion, Wandro moved, seconded by Boddy approving the proposed FY2023-24 Budget as presented. Ayes: McCune, Boddy, Wandro. Nays: none. Motion carried.

The General Manager provided an update on regionalization activities. The updates included discussion the committee is having regarding Service Territory Transfer and Wholesale Customer issues still outstanding.

The next regular meeting was set for March 14, 2023 at 4:30 p.m.

There being no further business, Boddy moved, seconded by Wandro to adjourn at 5:17 p.m. Ayes: McCune, Boddy, Wandro. Nays: none. Motion carried.

Attest: Kathy Barger

John McCune: Chairman