

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 June 13, 2023.

Board Members Present: John McCune, Pat Boddy, and Mark Wandro via phone. Also present were General Manager Dale Acheson, Engineer Neil Weiss, and Secretary Kathy Barger. Absent: Distribution Manager Gail Palmer.

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

Citizen, John Hollenbrand had questions regarding cost of regionalization during the Citizen's Forum. The General Manager responded that more information will be forthcoming in the July 11, 2023 Urbandale Water Board meeting.

Boddy moved, seconded by Wandro to approve the May 9, 2023 Water Board Minutes as written. Ayes: McCune, Boddy, Wandro. Nays: none. Motion carried.

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

Des Moines Water Works - water	441,835.59
Urbandale Sanitary District - sewer	400,094.21
City of Urbandale – solid waste	219,865.80
City of Urbandale – storm water	207,753.64
City of Urbandale–June solid waste partial	178,078.90
City of Urbandale–June storm water partial	165,663.47
Sheakley UniService, Inc. – May payroll	104,758.23
MB Construction – 2023-2 WSI	87,923.45
City of Urbandale – water main	78,190.00
MB Construction – 2023-1 WSI	74,795.90
IA Dept. of Revenue – WET/sales tax	49,980.63
Wellmark – July Premium	49,931.50
GreenState Credit Union – sinking payments	26,954.44
IMWCA – FY23-24 work comp	24,486.00
Urbandale W/H Sanitary Dist - sewer	22,368.13
IPERS - contributions	18,770.88
Mission Square – May contributions	17,427.10
Coyote Ridge Land Co – water main reimb.	16,552.25
Municipal Supply – meters, hydrant parts	9,020.43
MidAmerican Energy – utilities	4,044.40
No Lawn Left Behind – seeding	3,000.00
Aspen Equipment – repair	2,381.84
Networks, Inc – IT services	1,946.25
City of Urbandale – fuel	1,938.80
AJ Allen – repairs	1,427.00
Carahsoft – software renewal	1,390.00
Boot Barn – clothing allowances	1,148.44

Iowa One Call - locates	1,124.10
Kathy Barger – GFOA conference	1,113.84
Menards – supplies	1,095.91
Des Moines Commercial Cleaning - janitor	1,020.00
Des Moines Water Works – lab analysis	870.00
CTI – water main repair	822.00
Rapids Reproductions – drafting supplies	799.91
Paymentus – credit card fees	768.20
Hach Company – sampling supplies	733.77
IDNR – license renewals	660.00
Blackburn – flags	590.04
Card Services – mtg. supplies, dues, phone	549.50
State Hygienic Lab – sampling	520.00
Pitney Bowes – postage	500.00
Team Services – soil test	467.46
Des Moines Water Works – leak detect	425.00
Core & Main – hydrant parts	418.66
Bomgaars – shop supplies	358.86
Sheakley UniService, Inc. – May processing	259.68
Metronet - fiber	252.20
Des Moines Register–April & May publications	247.71
Discount Tire – repair	236.54
Logan Contractors – supplies	203.08
Cintas – mat service	201.96
Premier Office Equipment – printer maint&over	184.36
Xerox – copier rent	177.50
Triplett – office supplies	170.44
CenturyLink - DSL	125.98
AWWA – standards binder	121.50
Webspec – web services	120.00
Arnold Motor Supply – auto parts	115.17
CenturyLink - Fiber	115.06
Urbandale Sanitary Sewer – sewer exemptions	100.00
Premier Pest Services – pest control	39.00
Fastenal – hydrant parts	22.28
US Cellular – GPS	19.49
Nick Pingel – clothing	19.24
Deposit Refunds/Overpayments	129.95
Bob Gereleman – clothing	489.98
IPLB – CPA license renewal	100.00
ISCPA – Barger dues	300.00
Dental/Vision	150.00
Mail Services – mail processing	13,588.50
Sheakley Workforce Mgmt – admin. fee	60.00
Sun Life & Health Insurance – April premium	820.43
Tristar Benefit Administrators – self fund	161.50
Unplugged Wireless – chargers	665.00
US Cellular - after hours phone	100.08
Verizon - communication	360.55
Neil Weiss – supplies	64.76
Wellmark BC/BS – June premium	46,117.24

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

Following discussion, Boddy moved, seconded by Wandro to accept the lowest responsible bid received for the Custodial Contract for the Urbandale Water Utility, Urbandale, Iowa from Stratus Building Solutions of West Des Moines, Iowa in the amount of \$1,139.20 per month with a one-time startup deep cleaning plus grout seal in the amount of \$982.65. Ayes: McCune, Boddy, Wandro. Nays: none. Motion carried.

The Engineer reviewed the 2023-3 Water System Improvement Project with the Board. Following discussion, Boddy moved, seconded by Wandro ordering construction of 2023-3 Water System Improvements, 70th Street – Douglas Avenue to Aurora Avenue for the Urbandale Water Utility, Urbandale, Iowa and fixing a date for public hearing July 11, 2023 at 4:30 P.M. and taking bids July 10, 2023 at 10:00 A.M. in the Board Room of the Urbandale Water Utility, 3720 86th Street, Urbandale, Iowa. Ayes: McCune, Boddy, Wandro. Nays: none. Motion carried.

Following discussion, Boddy moved, seconded by Wandro to approve adjustments to the Salary Schedule for FY2023-24 as presented. Ayes: McCune, Boddy, Wandro. Nays: none. Motion carried.

The General Manager provided an update on regionalization activities mentioning that they have met with various potential members to answer questions with regard to the 28E. More information should be available for the July 11, 2023 Water Board meeting.

Boddy, moved, seconded by Wandro to enter into closed session in accordance with Iowa Code Section 388.9(I). Ayes: McCune, Boddy, Wandro. Nays: none. Motion carried

Entered into closed session at 4:28 p.m.

Boddy moved, seconded by Wandro to exit the closed session and reopen the regular session at 5:45 p.m. Ayes: McCune, Boddy, Wandro. Nays: none. Motion carried.

The next regular meeting was set for July 11, 2023 at 4:30 p.m.

There being no further business, Wandro moved, seconded by Boddy to adjourn at 5:48 p.m. Ayes: McCune, Boddy, Wandro. Nays: none. Motion carried.

Attest: Kathy Barger

John McCune, Chairman