

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 July 11, 2023.

Board Members Present: John McCune, Pat Boddy via phone, 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 McCune to approve the agenda. Ayes: McCune, Boddy, Wandro. Nays: none. Motion carried.

Wandro moved, seconded by McCune to change the order of the agenda to move the closed session to the end of the meeting. Ayes: McCune, Boddy, Wandro. Nays: none. Motion carried.

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

Wandro moved, seconded by Boddy to approve the June 13, 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	783,226.39
Urbandale Sanitary District - sewer	417,306.23
Asure – June payroll	177,515.45
MB Construction – 2023-1, 2023-2 WSI	62,339.65
IA Dept. of Revenue – WET/sales tax	56,086.75
City of Urbandale–June solid waste baqlance	42,616.15
City of Urbandale–June storm water balance	37,913.17
Municipal Supply – meters, hydrant parts	29,688.08
IPERS - contributions	28,424.35
GreenState Credit Union – sinking payments	27,039.70
Mission Square – May contributions	24,141.62
Urbandale W/H Sanitary Dist - sewer	22,949.61
Mail Services – mail processing	12,199.22
Sensus – annual SAAS support	11,068.86
Aurora Business Park – water main reimb	10,908.00
IA Dept. of Nat'l Res. – annual supply fee	5,017.41
Core & Main – hydrant parts, supplies	4,914.21
MidAmerican Energy – utilities	3,830.38
Networks, Inc – IT services	3,270.49
City of Urbandale – fuel	2,325.70
Quality Traffic Control – traffic control	2,100.00
Card Services –phone, training, repairs	1,680.97
Des Moines Water Works – lab analysis	1,561.13
Iowa One Call - locates	1,212.30
Engineering Resource Group – curb ramps	1,200.00
Aspen Equipment – repair	1,109.04

Dan's Overhead Doors – door repair	1,085.50
Des Moines Commercial Cleaning - janitor	1,020.00
Amazon – hydrant parts, supplies	822.25
Boot Barn – clothing allowances	817.12
Pollardwater – supplies	813.84
CTI – water main repair	584.00
Discount Tire – new tires	575.38
Pitney Bowes – postage meter rent	478.29
Asure – June payroll processing	440.07
UPHDM – drug screens	294.75
Bomgaars – clothing allowance	286.06
One Source – background checks	260.10
Metronet - fiber	252.20
Logan Contractors – supplies	244.00
Grimes Asphalt – valve repair	225.75
Urbandale Sanitary Sewer – sewer exemptions	210.00
Arnold Motor Supply – auto parts	191.75
Kness Signs – signs	189.00
Sprayer Specialties – parts	182.78
Xerox – copier rent	177.50
Premier Office Equipment – printer maint&over	214.96
Cintas – mat service	134.64
Rapids Reproductions – drafting supplies	131.04
Plumb Supply – hydrant parts	126.74
CenturyLink - DSL	125.98
Webspec – web services	120.00
CenturyLink - Fiber	115.06
IA Prison Industries – business cards	105.00
US Cellular – GPS & after hours phone/data	104.57
Paymentus – credit card fees	98.55
Menards – supplies	53.46
Premier Pest Services – pest control	39.00
Notary Rotary – notary stamp	23.65
Deposit Refunds/Overpayments	3,666.72
Dental/Vision	1,001.76
Petty cash – reimbursement	47.29
Sheakley Workforce Mgmt – admin. fee	60.00
Sun Life & Health Insurance – July premium	782.91
Tristar Benefit Administrators – self fund	170.00
Verizon - communication	360.09
UMB Bank – paying agent fee	250.00
Rapids Reproductions – apply credit/reissue	734.39
IA Secretary of State – notary license	30.00

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

Wandro moved, seconded by Boddy to open the public hearing to consider the 2023-3 Water System Improvements Project (70th Street – Douglas Avenue to Aurora Avenue). Ayes: McCune, Boddy, Wandro. Nays: none. Motion carried.

The Engineer 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 2023-3 Water System Improvements Project (70th Street – Douglas Avenue to Aurora Avenue). Ayes: McCune, Boddy Wandro. Nays: none. Motion carried.

Wandro moved, seconded by Boddy to accept the lowest responsible bid received for 2023-3 Water System Improvements Project (70th Street – Douglas Avenue to Aurora Avenue) from Mainline Construction, Inc. of Bondurant, Iowa in the amount of \$779,902.00. Ayes: McCune, Boddy, Wandro. Nays: none. Motion carried.

The General Manager along with Matt Stoffel of PFM gave a presentation on the Regional Water Authority 28E/F and the financial observations and impact on the Urbandale Water Utility.

The engineer gave an update on the status of our current projects.

Wandro, moved, seconded by Boddy to enter into closed session in accordance with Iowa Code Section 21.5(i). Ayes: McCune, Boddy, Wandro. Nays: none. Motion carried

Entered into closed session at 5:32 p.m.

Wandro moved, seconded by Boddy to exit the closed session and reopen the regular session at 5:43 p.m. Ayes: McCune, Boddy, Wandro. Nays: none. Motion carried.

The next regular meeting was set for August 8, 2023 at 4:30 p.m.

There being no further business, Wandro moved, seconded by Boddy to adjourn at 5:44 p.m. Ayes: McCune, Boddy, Wandro. Nays: none. Motion carried.

Attest: Kathy Barger

John McCune, Chairman