

## 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 September 12, 2023.

Board Members Present: John McCune, Pat Boddy, 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.

Citizen, John Hollenbrand had a question regarding the Saylorville expansion. The General Manager responded that design has begun. Des Moines Water Works is initially responsible for the expansion and that will transfer to the Central Iowa Water Works once that entity is set in place.

Wandro moved, seconded by Boddy to approve the August 8, 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	794,471.53	Klinger Paint – paint	859.78
Urbandale Sanitary District - sewer	502,912.39	Sun Life & Health Insurance – Sept premium	830.74
City of Urbandale–Aug storm water	239,397.46	Des Moines Water Works – lab analysis	825.00
City of Urbandale–Aug solid waste	220,389.62	ESRI – ArcGIS subscription	765.00
Asure – Aug payroll	122,008.06	Hach – reagent	733.77
IA Dept. of Revenue – WET/sales tax	113,806.89	Core & Main – hydrant parts	626.81
Wellmark BC/BS – Sept. premium	41,260.96	State Hygienic Lab – sample test	550.00
GreenState Credit Union – sinking payments	27,039.70	Bomgaars – clothing, tools	535.94
Urbandale W/H Sanitary Dist - sewer	26,532.91	CTI – hydrant repairs	511.00
IPERS - contributions	20,215.73	Pitney Bowes – postage	500.00
Municipal Supply – meters, hydrant parts	18,093.25	Card Services – phone, dues, meeting	481.54
Mail Services – mail processing	13,961.70	Arnold Motor Supply – auto parts	467.86
Mission Square – Aug contributions	13,940.91	IAWA – conference	450.00
iWater – InfraMAP Maintenance	7,200.00	Fluid Conservation Systems-leak detection	426.00
Deposit refunds/Overpayments	2,961.69	Kness Signs – signs	373.00
MidAmerican Energy – utilities	3,840.40	Asure – Aug payroll processing	323.38
Polk County Treasurer – property taxes	2,626.00	Technology by Design – alarm monitor	276.00
Networks, Inc – IT services	2,210.12	DSM Register – publications	252.23
Stratus Building Solutions – janitor	2,124.85	Metronet - fiber	252.20
City of Urbandale – fuel	1,630.66	Dental/Vision	247.39
MidAmerican Energy – teasel plant removal	1,551.67	AE Outdoor Power – repairs	244.54
Dent Eliminators – truck repair	1,525.00	Logan Contractors – tools	239.72
AJ Allen – toilet repair	1,304.40	Austin Te Brink – conference	230.00
Collection Services – child support	1,169.86	Dale Acheson – conference	222.12
Hanifen – towing	1,154.00	Neil Weiss – conference	217.54
Verizon – communication, ipad	927.20	Gail Palmer – conference	217.53
Iowa One Call - locates	906.30	Urbandale Sanitary Sewer – sewer exemptions	180.00

Xerox – copier rent	177.50	US Cellular – phone & data	105.08
Triplett Companies – office supplies	173.52	CEU Authority – webinar	99.00
Tristar Benefit Administrators – self fund	170.00	Paymentus – credit card fees	87.60
Premier Office Equip – printer maint & over	167.85	Amazon –supplies	81.27
Boot Barn – clothing allowances	143.96	Home Depot – sign	76.56
Cintas – mat service	134.64	Sheakley Workforce Mgmt – flex admin. fee	60.00
CenturyLink – DSL	125.98	Batteries Plus – batteries	62.67
IA Prison Industries – business cards	123.00	UPS Store – shipping	47.00
Webspec – web services	120.00	Premier Pest Services – pest control	39.00
CenturyLink - fiber	115.06	One Source – background check	38.00
Menards – supplies	113.62	US Cellular – GPS	19.49

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, Wandro moved, seconded by Boddy to pass Resolution 2023-01 for Assessment Schedule 2023-01 for Water Account Charges that are delinquent and certified to be filed with the County Treasurer for Polk County, Iowa. Ayes: McCune, Boddy, Wandro. Nays: none. Motion carried.

The Distribution Manager reviewed the proposed 2024 CIP Program with the Board. Following discussion, Wandro moved, seconded by Boddy to adopt the 2024 CIP Program as presented. Ayes: McCune, Boddy, Wandro. Nays: none. Motion carried.

The General Manager gave an update on the regionalization progress.

The Engineer reviewed the progress of the 2023-3 Water System Improvement Project with the Board.

Wandro, moved, seconded by Boddy 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 5:10 p.m.

Wandro moved, seconded by Boddy to exit the closed session and reopen the regular session at 5:21 p.m. Ayes: McCune, Boddy, Wandro. Nays: none. Motion carried.

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 5:25 p.m.

Wandro moved, seconded by Boddy to exit the closed session and reopen the regular session at 5:36 p.m. Ayes: McCune, Boddy, Wandro. Nays: none. Motion carried.

The next regular meeting was set for October 10, 2023 at 12:00 p.m.

There being no further business, Wandro moved, seconded by Boddy to adjourn at 5:36 p.m. Ayes: McCune, Boddy, Wandro. Nays: none. Motion carried.

Attest: Kathy Barger

John McCune, Chairman