

## Urbandale Water Board Minutes

Chairman, John McCune, called the regular meeting of the Urbandale Water Board of Trustees to order at 12:02 p.m. at the Water Utility office on October 10, 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 Hollebrand asked for an explanation on water loss during the Citizen’s Forum.

Wandro moved, seconded by Boddy to approve the September 12, 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	782,868.72	Harmeyer Homes – hydrant refund	525.10
Urbandale Sanitary District - sewer	476,671.57	Boot Barn – clothing allowances	516.10
City of Urbandale–storm water	238,827.30	Pitney Bowes – postage	500.00
City of Urbandale–solid waste	221,870.48	Triplett Companies – office supplies	481.58
Asure – Sept payroll	120,777.52	Pitney Bowes – postage meter rent	478.29
IA Dept. of Revenue – WET/sales tax	101,541.72	Home & Business Solutions – repair	454.75
Mainline Construction – WSI 2023-3	69,991.25	Verizon – communication	400.10
Wellmark BC/BS – Oct. premium	45,030.95	Arnold Motor Supply – auto parts	378.25
Municipal Supply – meters, tools, parts	42,351.80	IA Dept of Insp & Appeals – backflow testers	328.00
GreenState Credit Union–sinking payments	27,039.70	Asure – Sept payroll processing	320.32
Urbandale W/H Sanitary Dist - sewer	24,566.18	Menards – supplies, tools, parts	310.95
IPERS - contributions	20,779.10	Bomgaars – vehicle maint	259.98
Mission Square – Sept contributions	14,109.80	Metronet - fiber	252.20
Mail Services – mail processing	11,475.22	Logan Contractors – tools, safety equip	246.35
Core & Main – parts, tools, supplies	10,631.78	UPHDM Occ Med – employee physical	243.25
Card Services – dues, conferences, phone, ad	4,568.51	Premier Office Equip – printer maint & over	233.18
Networks, Inc – IT services	4,253.09	DSM Register – subscription	215.02
MidAmerican Energy – utilities	4,048.31	Xerox – copier rent	177.50
Municipal Pipe & Tool	2,306.33	Tristar Benefit Administrators – self fund	170.00
City of Urbandale – fuel	1,696.14	Team Services – field testing	165.50
Quality Traffic Control – traffic control	1,500.00	Kathy Barger – meeting reimb	135.69
CTI –repairs	1,201.50	Cintas – mat service	134.64
Stratus Building Solutions – janitor	1,139.20	Urbandale Sanitary Sewer – sewer exemptions	130.00
Iowa One Call - locates	1,080.90	Webspec – web services	120.00
Des Moines Water Works – lab analysis	870.00	DSM Register – Aug publication	117.76
Sun Life & Health Insurance – Oct premium	801.57	CenturyLink - fiber	115.06
State Hygienic Lab – sample test	770.50	IDNR – permit	115.00
Deposit refunds/Overpayments	657.71	AE Outdoor – repair	91.04
Amazon –supplies	558.80	Larry’s Window – cleaning	87.50

US Cellular – phone & data	85.08	Utility Equipment Company – tool	48.94
Paymentus – credit card fees	76.65	UnityPoint Clinic – drug screen	42.00
Petty cash – replenish	67.59	Premier Pest Services – pest control	39.00
Sheakley Workforce Mgmt – flex admin. fee	60.00	Midwest Lock and Security – key	25.50

The Board reviewed bank reconciliations, income and disbursements, year to date budget percentages, cash flows, water purchased, and water sold. In the review of the water purchased and sold, the General Manager responded to the Citizen Forum question asked earlier by explaining how the Utility is scouring the City with a leak detector to try to detect any potential places where water is leaking. They have completed approximately 10% of the City at this point.

The General Manager provided an update on regionalization activities and efforts being made to review and complete the 28E/F Agreement.

The General Manager provided a report on the water event that took place at 156<sup>th</sup> St. and stated some lessons learned.

The next regular meeting was set for November 9, 2023 at 4:30 p.m.

Wandro, moved, seconded by Boddy to enter into closed session in accordance with Iowa Code Section 21.5(1)(i). Ayes: McCune, Boddy, Wandro. Nays: none. Motion carried

Entered into closed session at 12:50 p.m.

Wandro moved, seconded by Boddy to exit the closed session and reopen the regular session at 1:04 p.m. Ayes: McCune, Boddy, Wandro. Nays: none. Motion carried.

There being no further business, Boddy moved, seconded by Wandro to adjourn at 1:10 p.m. Ayes: McCune, Boddy, Wandro. Nays: none. Motion carried.

Attest: Kathy Barger

John McCune, Chairman