

## Urbandale Water Board Minutes

Chairman, John McCune, called the regular meeting of the Urbandale Water Board of Trustees to order at 3:30 p.m. at the Water Utility office on March 12, 2024.

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

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

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

Wandro moved, seconded by Pogge to approve the February 13, 2024 Water Board Minutes as written. Ayes: McCune, Pogge, Wandro. Nays: none. Motion carried.

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

Des Moines Water Works - water	369,847.41	Pitney Bowes – lease	478.29
Urbandale Sanitary District - sewer	428,924.01	Asure – payroll processing fees	427.94
City of Urbandale–storm water	248,342.59	Verizon – tower communication & hot spots	400.10
City of Urbandale–solid waste	222,025.12	Superior Printing – checks	365.30
Asure – Feb. payroll	189,777.18	Access Systems – copier lease	353.65
IA Dept. of Revenue – WET/sales tax	60,829.38	Dental/Vision	351.59
Wellmark BC/BS – Mar. premium	48,858.58	Des Moines Register – Feb publications	300.40
GreenState Credit Union – sinking payments	27,039.70	Amazon – office supplies	295.75
City of Urbandale – water main reimb.	24,342.69	Iowa One Call - locates	287.10
Urbandale W/H Sanitary Dist - sewer	21,944.13	Metronet - fiber	252.20
IPERS - contributions	19,381.79	Austin Te Brink – training	230.00
Mission Square – Feb. contributions	14,319.99	Acme Tools – tools	226.99
Mail Services – mail processing	12,627.28	Bomgaars – tools, clothing	205.74
Metro Heating & Cooling – heater	6,935.00	Tristar Benefit Administrators – self fund	187.00
Networks, Inc – IT services	4,401.75	Paymentus – credit card return fees	153.30
Deposit refunds/overpayments	4,206.90	Cintas – mat service	148.10
MidAmerican Energy – utilities	3,298.12	Johanna Weber – meeting supplies	121.56
Employee & Family Resources – EAP Prog.	3,133.33	Webspec – web services	120.00
Municipal Supply – tools and parts	1,756.48	CenturyLink - fiber	115.06
City of Urbandale–fuel	1,617.61	CenturyLink – DSL	114.98
Card Services – training, phone, testing	1,435.00	US Cellular – after hours phone and data, GPS	106.64
Stratus Building Solutions – janitor	1,139.20	Nick Pingel – clothing	104.82
DHS – child support	1,051.80	Backflow Gauge Calibration – hydrant meters	95.00
Sun Life & Health Insurance – Mar premium	898.92	Tesdell Electric- pole light repair	85.00
Team Services – testing	897.00	Hallett Materials – main break repair	82.20
Des Moines Water Works – lab analysis	750.00	Urbandale Sanitary Sewer – sewer exemptions	70.00
Core & Main – main break parts	725.64	Sheakley Workforce Management – FSA admin	60.00
Hach – reagent	691.00	Arnold Motor Supply – vehicle maint.	39.68
State Hygienic Lab – lab analysis	550.00	Premier Pest Services – pest control	39.00

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

Pogge moved, seconded by Wandro to open the public hearing to consider the award and approval of a construction contract for the 2024-1 Water Systems Improvement Project, Meredith Drive – 132<sup>nd</sup> Street to 142<sup>nd</sup> Street for the Urbandale Water Utility. Ayes: McCune, Pogge, Wandro. Nays: none. Motion carried.

The General Manager reviewed the bids with the Board. There were no written or oral objections received.

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

Wandro moved, seconded by Pogge to accept the lowest responsible bid received for 2024-1 Water System Improvements Project (Meredith Drive – 132<sup>nd</sup> Street to 142<sup>nd</sup> Street) from J & K Contracting of Urbandale, Iowa in the amount of \$545,736.00. Ayes: McCune, Pogge, Wandro. Nays: none. Motion carried.

Following discussion, Pogge moved, seconded by Wandro approving the Professional Design Service Agreement with Snyder and Associates for the design of the 2024-2 Water System Improvements Project, Roseland Drive – 70<sup>th</sup> Street to 72<sup>nd</sup> Street. Ayes: McCune, Pogge, Wandro. Nays: none. Motion carried.

Following discussion, Wandro moved, seconded by Pogge to appoint Neil Weiss, General Manager, to the Central Iowa Water Works Technical Committee, with Dale Acheson, retired General Manager, as the alternate. Ayes: McCune, Pogge, Wandro. Nays: none. Motion carried.

The General Manager provided an update on regionalization activities, the status of the hiring process for a replacement for the retiring Distribution Manager, and a proposal to begin a comprehensive water distribution study.

The next regular meeting was set for April 9, 2024 at 3:30 p.m.

There being no further business, Wandro moved, seconded by Pogge to adjourn at 4:09 p.m. Ayes: McCune, Pogge, Wandro. Nays: none. Motion carried.

Attest: Kathy Barger

John McCune: Chairman