

Urbandale Water Board Minutes

Chairman, John McCune, called the regular meeting of the Urbandale Water Board of Trustees to order at 3:31 p.m. at the Water Utility office on December 9, 2025.

Board Members Present: John McCune via video conference, Mark Wandro via phone, and Ron Pogge. Also present were General Manager Neil Weiss, Distribution Manager Matthew Jacob, and Finance/Office Manager Kathy Barger. Absent: None.

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

There were no comments made during the Citizens' Forum.

Pogge moved, seconded by Wandro to approve the November 13, 2025 Water Board Minutes as written. Ayes: McCune, Wandro, Pogge. Nays: none. Motion carried.

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

Central Iowa Water Works – water	420,046.16	Polk County Treasurer – property taxes	1,053.00
Urbandale Sanitary – sewer	466,697.16	HHS – child support	1,051.80
City of Urbandale – storm water	318,715.85	Delta Dental – insurance	987.26
City of Urbandale – solid waste	228,620.91	City of Urbandale – fuel	951.14
Asure – payroll	113,759.94	Iowa One Call – locates	905.40
IA Dept of Revenue – Sales/WET tax	94,256.85	Sun Life – life insurance	858.49
Municipal Supply – meters, supplies	39,012.75	Card Services-training, phone, supplies	566.84
Urbandale Windsor Heights – sewer	32,595.09	iWater – software	500.00
Kingston Services – project retainage	26,821.58	Piney Bowes – postage	500.00
Dixon Engineering – project	25,055.00	I-80 Trailers – door	450.00
IPERS – contributions	19,787.54	Verizon – tower comm & hot spots	440.11
Mission Square – contributions	16,797.38	Bomgaars – tools, clothing	440.05
Mail Services – statement processing	15,766.21	Arnold Motor – maintenance	424.54
Wellmark – premium	14,597.98	State Hygienic Lab – sampling	403.00
O & A Classic Coatings – retainage	8,391.00	Access Systems – copier lease	378.87
H & H Plumbing – water heater	8,275.00	Asure – payroll processing	332.63
PFM – retainer	7,523.80	Chandler Dobbs – reimbursement	314.94
GreenState Credit Union – sinking fund	7,156.67	Menards – supplies	294.75
Shpigler – consulting	6,500.00	Webspec – website maintenance	260.00
Cintas – mat services, first aid items	3,920.41	Metronet – fiber	254.90
Health Equity – HSA Contributions	3,400.00	Urbandale Sanitary – sewer exemptions	250.00
Networks -IT Services	2,879.82	CTI – repairs	230.00
CEC – software	2,519.35	Paymentus – credit card fees	197.10
Bob Gerleman – reimbursement	2,200.95	Freedom Tire – tire	179.72
MidAmerican Energy – utilities	1,938.22	CenturyLink – fiber	178.88
Summit – fire extinguisher inspection	1,890.50	Unity Point – drug screen	171.75
Core & Main – parts and supplies	1,771.34	Austin Te Brink – reimbursement	150.00
Refunds/Overpayments	2,627.32	Truck Equipment – light	139.44
Team Services – testing	1,152.11	DSM Register – publications	124.56
Stratus – janitor	1,139.20	CenturyLink – DSL	121.99

Chris Lendt – clothing	113.39	Unity Point Clinic – drug screen	42.00
One Source – background check	77.00	Premier Pest – pest control	39.00
CPI – flex admin	60.00	Wageworks – HSA admin	27.00
Tristar – third party admin	59.50	Amazon – auto maintenance	16.77
Triplett – office supplies	50.41		

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 receive and file the FY2025 Financial Statements and Auditor’s Report. Ayes: McCune, Wandro, Pogge. Nays: none. Motion carried.

Pogge moved, seconded by Wandro to accept final completion of the WSI 2024-4 project (Monroe Ct, 70th to 72nd) and release the retainage. Ayes: McCune, Pogge, Wandro. Nays: none. Motion carried.

Following discussion, Pogge moved, seconded by Wandro, to update the rules and regulations associated with the fee schedule. Ayes: McCune, Pogge, Wandro. Nays: none. Motion carried.

Pogge moved, seconded by Wandro to approve the agreement with Municipal Collections of America, Inc. Ayes: McCune, Pogge, Wandro. Nays: none. Motion carried.

Following discussion, Pogge moved, seconded by Wandro, to accept the agreement with Snyder & Associates, Inc. for design services associated with WSI 2026-1 (Beverly Dr. from New York Ave. to 92nd St.). Ayes: McCune, Pogge, Wandro. Nays: none. Motion carried.

The General Manager gave an update on current actions being taken by Central Iowa Water Works, the ASR well project, the proposed shared GIS position, the Risk and Resilience Assessment, and the utility’s annual liability insurance quote.

The next regular meeting was set for January 13, 2026 at 3:30 p.m.

There being no further business, Pogge moved, seconded by Wandro to adjourn at 4:02 p.m. Ayes: McCune, Pogge, Wandro. Nays: none. Motion carried.

Attest: Neil Weiss

John McCune, Chairman