

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 April 14, 2026.

Board Members Present: John McCune, Ron Pogge, and Mark Wandro via telephone. Staff 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, Pogge, Wandro. Nays: none. Motion carried.

There were no comments made during the Citizens' Forum.

Pogge moved, seconded by Wandro to approve the March 10, 2026 Water Board Minutes as written. Ayes: McCune, Pogge, Wandro. Nays: none. Motion carried.

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

Central Iowa Water Works – water	461,350.95	Card Services – supplies, phone, training	1,653.19
Urbandale Sanitary – sewer	476,399.13	Lounsbury – soil	1,297.01
City of Urbandale – storm water	323,752.35	CTI – repair	1,269.48
City of Urbandale – solid waste	233,195.66	Delta – premium	1,163.86
Asure – payroll	113,352.14	City of Urbandale – fuel	1,162.43
GreenState Credit Union – sinking funds	101,938.34	Stratus – janitor	1,139.20
Municipal Supply – new meters	68,949.35	HHS – child support	1,051.80
Des Moines Water Works – oper. & maint.	68,798.96	Charles Gabus Ford – repair	977.35
Truck Equipment – truck improvements	62,052.54	Sun Life – life insurance	824.18
IA Dept of Revenue – Sales/WET tax	60,969.97	Discount Tire – tires	795.82
Urbandale Windsor Heights – sewer	33,455.45	Menards – tools	791.92
Strand Associates-ASR well design	29,257.02	Cintas – mat services, first aid items	782.94
Wellmark – premium	28,482.55	Hach – sampling	725.05
IPERS – contributions	20,187.45	Des Moines Water Works – lab analysis	705.00
Mission Square – contributions	17,088.88	Misc. Employees – reimbursement	685.40
Mail Services – statement processing	14,907.91	US Cellular – after hours phone and data	648.10
Snyder & Associates – project	11,909.25	Bomgaars – tools	642.29
Hotsy – pressure washer	11,815.00	Urbandale Chamber of Commerce – dues	599.00
Shpigler – consulting	9,985.86	EH Wachs – tools	540.40
Networks – IT services	6,117.42	Arnold Motor – maintenance	511.32
I-80 Trailers – trailer	5,735.00	Pitney Bowes – lease	478.29
West Des Moines Water Works – cost share	4,741.21	Verizon – tower comm & hot spots	440.11
Mullen Coughlin – legal fees	4,498.50	All Forms & Supplies – printing	418.28
Core & Main – parts, tools	4,344.28	Access Systems – copier lease	403.71
City of Urbandale – project and fuel	3,159.38	Iowa One Call – locates	394.20
MidAmerican Energy – utilities	2,866.49	Asure – payroll processing	356.19
Health Equity – HSA Contributions	2,224.98	HD Supply – supplies	319.10
IAMU – dues	1,883.00	Metronet – fiber	254.90
Ascendance – repairs	1,882.05	DSM Register – subscription	220.02
Refunds/Overpayments	1,688.05	IA-AWWA – training	215.00

Grainger – new meters	196.86	CenturyLink – DSL	121.99
Paymentus – credit card fees	186.15	Urbandale Sanitary – sewer exemptions	120.00
DSM Register – publications	178.72	Tristar – TPA	102.00
CenturyLink – fiber	169.94	Larry’s Windows – cleaning	90.00
Logoed Apparel – clothing	147.01	CPI – FSA Admin	60.00
Amazon – supplies	146.15	Logan – parts	43.40
Boot Barn – clothing	134.29	Premier Pest – pest control	39.00
Webspec – website maintenance	134.00	Health Equity – HSA Admin	11.25
H&H Plumbing – repair	127.50	One Source – background check	6.00

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

The Chair indicated this was the time and place for a public hearing to consider the award and approval of Construction Contract for Water System Improvements Project 2026-1 . He asked for the date the notice was published and the Secretary indicated the notice was published on April 1, 2026 in the Des Moines Register. The Chair asked if any written comments had been received. The Secretary stated none had been received. The Chair asked if there were any public comments; hearing none, he declared the public hearing closed.

It was moved by Pogge, seconded by Wandro to award and approve a construction contract for the Water System Improvement Project 2026-1, Beverly Ave. – New York Ave. to 92nd St. to Steele Excavating, Inc., Montezuma, IA for the bid amount of \$366,619.00. Ayes: McCune, Pogge, Wandro. Nays: none. Motion carried.

The General Manager reviewed the Schedule of Delinquent Accounts with the Board. Following discussion, Pogge moved, seconded by Wandro to pass Resolutions 2026-05 and 2026-06 for Assessment Schedules 2026-05 and 2026-06 for Water Account Charges that are delinquent and certified to be filed with the County Treasurers for Polk and Dallas Counties, Iowa. Ayes: McCune, Pogge, Wandro. Nays: none. Motion carried.

Following discussion, Pogge moved, seconded by Wandro to approve the Update to Rules and Regulations and Fee Schedule as recommended by the General Manager. Ayes: McCune, Pogge, Wandro. Nays: none. Motion carried.

Following discussion, Pogge moved, seconded by Wandro to approve the order of a new Distribution Maintenance Vehicle and Associated Equipment that will be purchased in fiscal year 2026-2027 for an amount not-to-exceed \$185,000. Ayes: McCune, Pogge, Wandro. Nays: none. Motion carried.

The General Manager provided an update on items happening at Central Iowa Water Works, with the Utility’s search for new billing and financial software, and with the ASR well project. He advised that the annual hydrant flushing operation was completed and informed the Board about a private water main running through a sink hole which has the potential to rupture. Lastly, the General Manager gave an update on the Utility-related items the Iowa Legislature is working on.

The next regular meeting was set for May 12, 2026 at 3:30 p.m.

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

Attest: Neil Weiss: Secretary

John McCune: Chairman