

**PROCEEDINGS OF THE BOARD OF TRUSTEES  
OF THE WEST DES MOINES WATER WORKS**

January 25, 2010

The regular meeting of The Board of Trustees of the West Des Moines Water Works was called to order by Chairman William B. Spencer at 4:00 P.M. on Monday, January 25, 2010. Trustees, Karen Novak Swalwell, Brian Rickert and Gwen A. Swanger were present (Trustee Swanger was present by telephone); Trustee Philip J. Dorweiler was absent; also present were staff members Jerald W. Stevens, General Manager; William H. Garrett, Assistant General Manager; and John R. Luther, Superintendent.

Moved by Rickert, seconded by Swanger that the agenda be approved as presented.  
Roll call: All yes. Motion carried.

No one came forward during the Citizen Forum.

Moved by Rickert, seconded by Spencer to nominate Trustee Novak Swalwell to be Chair of the Board of Trustees for the year 2010. Election of the Chair to take effect immediately.

Roll call: All yes. Motion carried.

Moved by Spencer, seconded by Swanger to nominate Trustee Rickert for Vice Chair of the Board of Trustees for the year 2010.

Roll call: All yes. Motion carried.

Moved by Rickert, seconded by Swanger to concur with the request of Chair Novak Swalwell and approve the appointment of standing committees.

Roll call: All yes. Motion carried.

<u>Committee</u>	<u>Chairman</u>	<u>Member</u>
Personnel and Compensation	Novak Swalwell	Rickert
Planning	Spencer	Swanger
Finance and Audit	Dorweiler	Swanger
Customer and Community Relations	Dorweiler	Rickert
Operations	Spencer	Novak Swalwell

Moved by Spencer, seconded by Rickert to adopt the Resolution entitled "A Resolution Accepting the Water Main Construction Along Cascade Avenue Improvements-South 81<sup>st</sup> Street to Jordan Creek Drive," attached to and made a part of these minutes be adopted.

Roll call: All yes. Motion carried.

Moved by Spencer, seconded by Rickert to adopt the Resolution entitled "A Resolution Accepting the Water Main Construction Grand Avenue Storm Sewer Extension/Fuller Road Storm Sewer," attached to and made a part of these minutes be adopted.

Roll call: All yes. Motion carried.

Moved by Spencer, seconded by Rickert to adopt the Resolution entitled "A Resolution Accepting Completed Construction for 2009 Water Main Replacement Program Contract 1," attached to and made a part of these minutes be adopted.

Roll call: All yes. Motion carried.

This Resolution pertains to the project known in general as 2009 Water Main Replacement Program Contract 1 (Project No. 00800-170-09003). It establishes the date of acceptance of the work as January 25, 2010, and the expiration date of the Contractor's maintenance bond as January 24, 2014, and stated the final project cost to be \$367,722.19, less a state sales tax refund, and the final construction cost is \$358,890.27, which project cost includes engineering costs of \$0.00 and miscellaneous costs of \$8,831.92. The Contractor was Holbrook Construction, Inc. of Yale, Iowa.

Moved by Rickert, seconded by Spencer to approve the following consent agenda items:

- a. The Minutes of the Special Meeting of the Board of Trustees of September 28, 2009
- b. The Minutes of the Regular Meeting of the Board of Trustee of December 21, 2009
- c. The Minutes of the Special Meeting of the Board of Trustees of January 4, 2010, as corrected
- d. A Resolution Accepting Completed Water Main Construction in Heritage Hills Plat 4

Roll call: All yes. Motion carried.

Moved by Spencer, seconded by Swanger to concur with the recommendation of the Operations Committee and approve the maintenance of selected shallow wells for 2010 by Northway Well and Pump Company at a cost not to exceed \$85,000.

Roll call: All yes. Motion carried.

Moved by Swanger, seconded by Spencer to concur with the recommendation of staff and approve the inspection and repairs to clear well transfer pump No. 2 by Northway Pump and Well Company. The cost for the inspection of the transfer pump will be \$1,440 with the cost of any repairs that are needed to be billed at \$55 per hour plus parts.

Roll call: All yes. Motion carried.

Moved by Rickert, seconded by Spencer to receive and file the Listing of Monthly Health and Dental Insurance Premiums, effective July 1, 2009 through June 30, 2010, attached to and made a part of these minutes.

Roll call: All yes. Motion carried.

Moved by Rickert, seconded by Spencer to concur with the recommendation from staff and adopt the Resolution Amending the West Des Moines Water Works Café-Comp Flexible Benefits Plan and Medical Reimbursement Plan, attached to and made a part of these minutes be adopted.

Roll call: All yes. Motion carried.

Moved by Spencer, seconded by Rickert to receive and file the Monthly Operations and Financial Report for December, 2009.

Roll call: All yes. Motion carried.

Moved by Spencer, seconded by Rickert to receive and file the Project Progress Report through December, 2009.

Roll call: All yes. Motion carried.

Moved by Spencer, seconded by Rickert to receive and file the Water Quality Report for December, 2009.

Roll call: All yes. Motion carried.

Moved by Spencer, seconded by Rickert to receive and file the Check Register for December, 2009.

Roll call: All yes. Motion carried.

Moved by Spencer, seconded by Rickert to pay the non-construction bills in the amount of \$187,562.15.

Roll call: All yes. Motion carried.

Moved by Spencer, seconded by Rickert to pay the construction bills in the amount of \$22,928.26.

Roll call: All yes. Motion carried.

Moved by Spencer, seconded by Rickert to adjourn at 5:09 P.M.

Roll call: All yes. Motion carried.

Attest:

\_\_\_\_\_  
Jerald W. Stevens, P.E.  
Secretary

\_\_\_\_\_  
Karen Novak Swalwell  
Chair

These Minutes are a draft, if corrections or additions are made the corrected minutes will be published after approval at the February 25, 2010 meeting.