



MUNICIPAL WATER UTILITY –
BOARD OF TRUSTEES

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WEST DES MOINES WATER WORKS THE BOARD OF TRUSTEES

Regular Meeting – March 20, 2024

A. C. Ward Municipal Water Treatment Plant
1505 Railroad Avenue – Conference Room
4:00 pm

Public access to this meeting will be available in person or through the below link and/or phone number below.

Please join the meeting from your computer, tablet or smartphone.

<https://meet.goto.com/340610773>

You can also dial in using your phone.

United States: +1 (408) 650-3123

Access Code: 340-610-773

AGENDA

1. Call to Order, Roll Call, Approval of Agenda

- a. Motion – Approving Agenda

2. Citizen Forum

- a. Citizen Forum (During this time, any citizen may discuss with The Board of Trustees any matter not on the agenda for today's meeting.)

3. Financial Report

4. Consent Agenda

- a. Motion – Approving Minutes of the Regular Board Meeting of February 21, 2024
- b. Resolution – Adopting the West Des Moines Water Works General Supplemental Specifications to the Iowa Statewide Urban Standard Specifications for Public Improvements Manual
- c. Resolution – Accepting Permanent Public Easement and Right-of-Way for Water Main – The Parkways Plat 2
- d. Resolution – Accepting Completed Developer Improvements – Browns Woods Hollow Plat 1

5. Recommendations from Committees

- a. Planning/Regionalization
 - 1. Motion – Approving Conditional Connection of One building Less than 12,000 sq ft for the Prairie Fire Development
- b. Finance and Audit
 - 1. Resolution – A Resolution Amending the West Des Moines Water Works Purchasing Policy
 - 2. Resolution – A Resolution Revising the Purchase Order System
 - 3. Resolution – A Resolution Revising the Rules for Processing Construction Change Orders

6. Recommendations from Staff

- a. Motion – Approving a Professional Services Agreement with ISG for Design of the Water Distribution Shop/Offices
- b. Motion – Approving Quotes with Heartland Business Systems for Equipment and Labor to install Security Switches at Remote Sites and the Treatment Plant

7. Construction Project Actions

- a. None

8. Motions to Pay Bills

\$ 522,136.89

- a. Non-Construction Bills **\$ 459,878.74**
- b. Construction Bills **\$ 62,258.15**
 - FOX Strand
 - Filter Media Addition **\$ 529.00**
 - Fuller Road Pumping Station **\$ 6,122.50**
 - Phase 1 MCC1,ATS,Generator Controls **\$ 1,101.00**
 - ASR Well Design **\$ 16,700.00**
 - HR Green Company
 - Ashworth Rd Main Replacement **\$ 594.00**
 - High Service Pump #3 - Pay Request 6 **\$ 10,789.97**
 - Van Maanen Electric Inc.
 - Motor Control - Pay Request 5 **\$ 25,614.24**
 - Veenstra & Kimm, Inc.
 - Adams St Elevated Water Storage Tank **\$ 807.44**

9. Motions to Receive, File and/or Refer

- a. Project Progress Report **March 20, 2024**
- b. Water Quality Report **February 2024**
- c. Check Register **February 2024**
- d. Change Order Report **March 20, 2024**

10. Information Report

- a. Board of Trustees Standing Committees
 - 1. Customer and Community Relations – Ted Ohmart, Chair; Erin Sheriff
 - 2. Finance and Audit – Gretchen Tegeler, Chair, Jody Smith
 - 3. Operations – Gretchen Tegeler, Chair; Ted Ohmart
 - 4. Personnel and Compensation – Scott Brennan, Chair; Erin Sheriff
 - 5. Planning/Regionalization– Jody Smith, Chair; Scott Brennan
- b. General Manager – Christina Murphy
- c. Finance Manager and Treasurer – Pat Mullenbach
- d. Water Production Manager – Mitch Pinkerton
- e. Water Distribution Manager – Mark Hanasz
- f. Principal Engineer – Distribution & Development – William Mabuice
- g. Principal Engineer – Water Production – Lyle Hammes
- h. Business Relations Manager – Josh Heggen
- i. AFL-CIO Local 3861 Chapter President – Vincent White
- j. City of West Des Moines Liaison

11. Adjourn

If you have a disability and you would like accommodation so you can fully participate in this meeting of The Board of Trustees, we ask that you contact West Des Moines Water Works at 222-3465 at least 48 hours before the meeting. We are pleased to help you.
