

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

April 19, 2010

The regular meeting of The Board of Trustees of the West Des Moines Water Works was called to order by Chair Karen Novak Swalwell at 4:00 P.M. on Monday, April 19, 2010. Trustees William B. Spencer, Philip J. Dorweiler, Brian P. Rickert, and Gwen A. Swanger were present; also present were staff members Jerald W. Stevens, General Manager; William H. Garrett, Assistant General Manager; John R. Luther, Superintendent; Paula R. Meyer, Accountant/Treasurer; Councilman Charles Schneider; Marvin Steffensen, Martens & Company CPA PC; and Tammera K. Rogers, The Meyven Group.

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

No one came forward during the Citizen Forum.

The Chair announced that this is the time and place fixed for a public hearing on the matter of the adoption of plans, specifications, form of contract and estimate of cost for the construction of certain public improvements described in general as 2010 Water Main Replacement Program Contract 1 (West Des Moines Water Works Project No. 00800-170-10002). The Secretary reported that the Notice to Bidders and Notice of Public Hearing was published in the *Des Moines Register Monday, March 29, 2010* and the affidavits of publication were available to file with The Board of Trustees. The Chair called for any oral objections to the adoption of the plans, specifications, form of contract and estimate of cost. No oral objections were offered and the Secretary reported that no written objections thereto had been filed. Hearing no further comments, the Chair declared that the public hearing is closed.

Moved by Rickert, seconded by Spencer that the Resolution entitled "A Resolution Adopting Plans, Specifications, Form of Contract and Estimate of Costs," attached to and made a part of the minutes, be adopted.  
Roll call: All yes. Motion carried.

This Resolution adopts plans, specifications, form of contract and estimate of costs on the project known in general as 2010 Water Main Replacement Program Contract 1 (West Des Moines Water Works Project No. 00800-170-10002).

Moved by Rickert, seconded by Swanger to receive and file the Superintendent's report of bids received on April 14, 2010, at 2:00 P.M.  
Roll call: All yes. Motion carried.

2010 Water Main Replacement Program Contract 1

<u>Bid</u>	<u>Bidder and Address</u>	<u>Total Bid</u>
1.	Holbrook Construction Inc. 1653 Utopia Avenue Yale, IA 50277	\$216,899.00
2.	Neuvirth's Construction, Inc. 7386 County Road P35 Blair, NE 68008	\$258,843.75
3.	Vanderpool Construction, Inc. 1100 N 14 <sup>th</sup> Street Indianola, IA 50125	\$260,290.50
4.	Drake Construction, LC 2921 White Pole Road Menlo, IA 50164	\$261,360.00
5.	Precision Underground Utilities, LLC 32307 570 <sup>th</sup> Avenue Cambridge, IA 50046	\$267,096.00
6.	T K Concrete, Inc. 1608 Fifield Road Pella, IA 50219	\$278,234.00
7.	Halbrook Excavating, Inc. 4807 SE Rio Court Ankeny, IA 50021	\$384,144.00

Moved by Swanger, seconded by Rickert that the Resolution entitled "A Resolution Making Award of Construction Contract," attached to and made a part of these minutes, be adopted.

Roll call: All yes. Motion carried.

Moved by Dorweiler, seconded by Swanger that the Resolution entitled "A Resolution Approving Construction Contract and Bond," attached to and made a part of these minutes, be adopted.

Roll call: All yes. Motion carried.

The preceding actions award the construction contract for the project known in general as 2010 Water Main Replacement Program Contract 1 to Holbrook Construction, Inc. of Yale, Iowa, in the amount of \$216,899.00. The Bond, issued by Merchants Bonding Company (Mutual) of Des Moines, Iowa, is in like amount.

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

- a. The Minutes of the Regular Meeting of the Board of Trustees of  
March 15, 2010

Roll call: All yes. Motion carried.

Moved by Swanger, seconded by Spencer to concur with the recommendation of the Finance and Audit committee and receive, file, approve and distribute the Independent Auditor's Report of Financial Statement for the year ended December 31, 2009.

Roll call: All yes. Motion carried.

Moved by Swanger, seconded by Spencer to concur with the recommendation of the Finance and Audit Committee and adopt a resolution entitled "A Resolution Revising Miscellaneous Fees, Charges and Rates" attached to and hereby made a part of these minutes, be adopted. Customer costs adjusted upward by this Resolution include water service connections (taps), after hours restoration of water service, hourly labor rate dump truck hourly rate, unauthorized restoration of water service, curb valves and appurtenances, water meters and appurtenances, bacteriological testing, and hydrant paint.

Roll call: All yes. Motion carried.

Moved by Dorweiler, seconded by Spencer to concur with the recommendation of the Personnel and Compensation Committee and approved the hiring of David Melling to be a seasonal maintenance worker at the rate of \$11.00 per hour. The seasonal position will begin May 3, and continue through October 29, 2010

Roll call: All yes. Motion carried.

Moved by Dorweiler, seconded by Swanger to concur with the recommendation of the staff and pass a resolution to approve payment to the City of West Des Moines of \$50,000 to be used for economic development. This is the fourth payment of the \$500,000 authorized by the Board to be paid.

Roll call: All yes. Motion carried.

Moved by Rickert, seconded by Swanger to concur with the recommendation from staff and adopt the Resolution Assessing Delinquent Water Service Charges.

Roll call: All yes. Motion carried.

Moved by Swanger, seconded by Rickert that the resolution entitled "A Resolution Revising Rules for Bulk Water Service" attached to and made a part of these minutes, be adopted.

Roll call: All yes. Motion carried.

Moved by Rickert, seconded by Swanger to discontinue remote pay station service effective July 1, 2010. This is being done due to the high cost of payment processing and low customer participation.

Roll call: All yes. Motion carried

Moved by Dorweiler, seconded by Swanger to concur with the recommendation of staff and approve the aerator repairs and modifications to Aerator No. 1 by Corn States Metal Fabricators at a cost of \$4,780.00.

Roll call: All yes. Motion carried.

Moved by Spencer, seconded by Rickert to receive and file the Monthly Operations and Financial Report for March, 2010.

Roll call: All yes. Motion carried.

Moved by Spencer, seconded by Rickert to receive and file the Project Progress Report through March, 2010.

Roll call: All yes. Motion carried

Moved by Spencer, seconded by Rickert to receive and file the Water Quality Report for March, 2010.

Roll call: All yes. Motion carried.

Moved by Spencer, seconded by Rickert to receive and file the Check Register for March, 2010.

Roll call: All yes. Motion carried.

Moved by Dorweiler, seconded by Spencer to pay the non-construction bills in the amount of \$183,180.37.

Roll call: All yes. Motion carried.

Moved by Dorweiler, seconded by Spencer to pay the construction bills in the amount of \$118,162.00.

Moved by Swanger, seconded by Rickert to adjourn at 5:57 P.M.

Roll call: All yes. Motion carried.

Attest:

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Jerald W. Stevens, P.E.  
Secretary

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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 May 24, 2010 meeting.