

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

April 20, 2009

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, April 20, 2009. Trustees Philip E. Dorweiler, Karen Novak Swalwell and Trustee Timothy J. McCulloh were present; Trustee Brian P. Rickert was absent; also present were staff members Jerry Stevens, General Manager; William H. Garrett, Assistant General Manager; John R. Luther, Superintendent and Paula R. Meyer, Accountant/Treasurer and Councilman Charles Schneider and Marvin Steffensen of the auditing firm of Martens & Company.

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

No one came forward during the Citizen Forum.

Moved by Novak Swalwell, seconded by McCulloh that the Resolution entitled "A Resolution Ordering Construction of Certain Public Improvements and Fixing a Date, Time and Place for a Public Hearing Thereon and Taking of Bids Therefor," for the Army Post Road Feeder Main, attached to and hereby made a part of these minutes, be adopted.

Roll call: All yes. Motion carried.

This Resolution orders construction of certain public improvements described in general as the Army Post Road Feeder Main (Water Works Project 00800-170-09002). Bids will be received until 2:00 P.M. on Wednesday, June 17, 2009, and a public hearing on the plans, specifications, form of contract and estimate of costs will be held at 4:05 P.M. on Monday, June 22, 2009.

Moved by Dorweiler, seconded by McCulloh that the Resolution entitled "A Resolution Ordering Construction of Certain Public Improvements and Fixing a Date, Time and Place for a Public Hearing Thereon and Taking of Bids Therefor," for the 2009 Security System and Supervisory Control Equipment Installation, attached to and hereby made a part of these minutes, be adopted.

Roll call: All yes. Motion carried.

This Resolution orders construction of certain public improvements described in general as the 2009 Security System and Supervisory Control Equipment Installation (Water Works Project 00800-120-08002). Bids will be received until 3:30 P.M. on Wednesday, May 13, 2009, and a public hearing on the plans, specifications, form of contract and estimate of costs will be held at 4:10 P.M. on Monday, May 18, 2009.

Moved by Novak Swalwell, seconded by Doweiler to table the 88th Street Water Tower Change Order No. 1. The Board asked for further explanation of the liquidated damages clause and how it pertains to this change order.

Roll call: All yes. Motion carried.

Moved by McCulloh, seconded by Novak Swalwell to approve the following consent agenda items:

- a. The Minutes of the Regular Meeting of the Board of Trustees of
March 30, 2009

Roll call: All yes. Motion carried.

The Audit for 2008 was reviewed by Marvin Steffensen, CPA, with the Martens & Company, CPA, P.C. firm who conducted the Annual Audit for 2008.

Moved by Novak Swalwell, seconded by Dorweiler to concur with the recommendation of the Finance and Audit Committee and receive, file, approve and distribute the 2008 Audited Financial Statements.

Roll call: All yes. Motion carried.

Moved by Dorweiler, seconded by McCulloh to concur with the recommendation of the Finance and Audit Committee and pass a resolution to approve payment to the City of West Des Moines of \$50,000 to be used for economic development.

Roll call: All yes. Motion carried.

Moved by Dorweiler, seconded by Novak Swalwell to concur with the recommendation of the Finance and Audit Committee to authorize publication of a request for proposals for the replacement and installation of new water meters and radio based meter reading equipment.

Roll call: All yes. Motion carried.

Moved by Novak Swalwell, seconded by McCulloh to concur with the recommendation of the Personnel and Compensation Committee and ratify the hiring of Tyler Rosburg to be a Civil Engineering Intern for the summer.

Roll call: All yes. Motion carried.

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

Roll call: All yes. Motion carried.

Moved by McCulloh, seconded by Novak Swalwell to concur with the recommendation of staff and approve West Des Moines Water Works participation in the State of Iowa's "WARN" program (Water Agency Response Network).

Roll call: All yes. Motion carried.

Moved by Dorweiler, seconded by McCulloh to receive and file the Monthly Operations and Financial Report for March, 2009.

Roll call: All yes. Motion carried.

Moved by Dorweiler, seconded by McCulloh to receive and file the Water Quality Report for March, 2009.

Roll call: All yes. Motion carried.

Moved by Dorweiler, seconded by McCulloh to receive and file the Check Register for March, 2009.

Roll call: All yes. Motion carried.

Moved by McCulloh, seconded by Dorweiler to pay the non-construction bills in the amount of \$212,205.25.

Roll call: All yes. Motion carried.

There were no construction bills for the month of March.

Moved by Novak Swalwell, seconded by Dorweiler to adjourn at 6:00 P.M.

Roll call: All yes. Motion carried.

Attest:

Jerald W. Stevens, P.E.
Secretary

William B. Spencer
Chairman

These Minutes are a draft, if corrections or additions are made the corrected minutes will be published after approval at the May 18, 2009 meeting.