

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

May 18, 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, May 18, 2009. Trustees Philip E. Dorweiler, Karen Novak Swalwell, Timothy J. McCulloh and Brian P. Rickert were present; 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 Gopal Krishna of the Krishna Engineering Consultants, Inc.

Moved by Dorweiler, seconded by Novak Swalwell that the agenda be approved as presented.

Roll call: All yes. Motion carried.

No one came forward during the Citizen Forum.

The Chairman 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 2009 Security and Supervisory Control Equipment (West Des Moines Water Works Project No. 00800-120-08002). The Secretary reported that the Notice of Public Hearing and Letting was published in the *Des Moines Register* on *Friday, April 24, 2009*, the affidavit of publication was available to file with The Board of Trustees. The Chairman 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 Chairman declared the public hearing closed.

Moved by Rickert, seconded by McCulloh 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 2009 Security System and Supervisory Control Equipment Installation (West Des Moines Water Works Project No. 00800-120-08002).

Moved by Dorweiler, seconded by Rickert to receive and file the General Manager's report of bids received on May 13, 2009, at 2:00 P.M.

Roll call: All yes. Motion carried.

2009 Security System and Supervisory Control Equipment Installation

<u>Bid</u>	<u>Bidder and Address</u>	<u>Total Bid</u>
1	Nikkel and Associates, Inc. 728 E. Lincolnway Ames, IA 50010	\$118,000.00
2	Biermann's University Electric 512 Elm Street Des Moines, IA 50309-4728	\$188,900.00
3	Innovative Mechanical Services 613 S.E. Magazine Road Ankeny, IA 50021	\$194,200.00
4	The Waldinger Corporation 2601 Bell Avenue Des Moines, IA 50321	\$280,260.00

Moved by Dorweiler, seconded by Novak Swalwell 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.

The preceding actions award the construction contract for the project known in general as 2009 Security System and Supervisory Control Equipment Installation to Nikkel and Associates, Inc. of Ames, Iowa, in the amount of \$118,000.00.

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 Water Meter Replacement and Fixed Base Automated Meter Reading System, 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 Water Meter Replacement and Fixed Base Automated Meter Reading System. Bids were received at 2:00 P.M. on Friday, May 15, 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 Novak Swalwell that the Resolution entitled "A Resolution Accepting Completed Construction," attached to these minutes, be adopted.

Roll call: All yes. Motion carried.

This Resolution pertains to the project known in general as the South 88h Street Water Main Extension – Phase 2. It establishes the date of acceptance of the work as of May 18, 2009, the expiration date of the Contractor's maintenance bond as of May 17, 2013, and states that the final construction cost to be \$204,093.43, less a sales tax refund. The Contractor was Van Hauen & Associates, Inc. of Grimes, Iowa.

Moved by McCulloh, seconded by Novak Swalwell to take off the table the 88th Street Water Tower Change Order No. 1.  
Roll call: All yes. Motion carried.

Moved by McCulloh, seconded to by Novak Swalwell to accept Change Order #1 on the 88th Street Elevated Water Storage Tank and authorize the Chairman to sign said Change Order No. 1.  
Roll call: All yes. Motion carried.

The amount established for liquidated damages in Water Works contracts was discussed and several methods were reviewed. Future guidelines for establishing liquidated damages will be based on the size and importance of the project. An estimation of the actual damages the Water Works would incur will be calculated for each project.

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

- a. The Minutes of the Regular Meeting of the Board of Trustees of  
April 20, 2009

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 Stephen Niccum to be a Seasonal Maintenance Worker.  
Roll call: All yes. Motion carried.

Moved by Novak Swalwell, seconded by Dorweiler to concur with the recommendation of staff and approve the request to receive quotes and purchase a replacement vehicle and equipment at a cost not to exceed the budgeted amount of \$20,000.  
Roll call: All yes. Motion carried.

Moved by Rickert, seconded by Dorweiler to concur with the recommendation of staff and approve the purchase of Wachs Model D Guillotine Pipe Saw at a cost of \$15,297.12.  
Roll call: All yes. Motion carried.

Moved by McCulloh, seconded by Novak Swalwell to table the recommendation from staff to authorize a cost-of-service and rate study to be conducted by Fox Engineering. It was questioned as to how long the rate study would be effective.  
Roll call: All yes. Motion carried.

Moved by Rickert, seconded by Novak Swalwell to receive and file the Monthly Operations and Financial Report for April, 2009.

Roll call: All yes. Motion carried.

Moved by Rickert, seconded by Novak Swalwell to receive and file the Project Progress Report through April, 2009.

Roll call: All yes. Motion carried

Moved by Rickert, seconded by Novak Swalwell to receive and file the Water Quality Report for April, 2009.

Roll call: All yes. Motion carried.

Moved by Rickert, seconded by Novak Swalwell to receive and file the Check Register for April, 2009.

Roll call: All yes. Motion carried.

Moved by Rickert, seconded by Novak Swalwell to pay the non-construction bills in the amount of \$199,321.11.

Roll call: All yes. Motion carried.

Moved by Rickert, seconded by Novak Swalwell to pay the construction bills in the amount of \$57,620.00

Moved by Rickert, seconded by Novak Swalwell to adjourn at 6:35 P.M.

Roll call: All yes. Motion carried.

Attest:

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Jerald W. Stevens, P.E.  
Secretary

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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 June 22, 2009 meeting.