

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

September 21, 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, September 21, 2009. Trustees Philip J. Dorweiler, Karen Novak Swalwell, 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; and Paula R. Meyer, Accountant/Treasurer; also present were Councilman Charles Schneider; Larry Anderson, a citizen of West Des Moines.

Moved by Novak Swalwell, seconded by Dorweiler that the agenda be approved as presented. New Board Member Gwen Swanger was welcomed to the Board.
Roll call: All yes. Motion carried.

Steve Whitaker and Brad Cutler from Sensus were in attendance, Brad Cutler asked at the Citizens Forum if there were any questions for Sensus, there were none. The Board briefly reviewed the timeline for testing the representative sample of meters and directed the General Manager to investigate the possibility of reducing the time for this process. Milton Cole of 2001 South 40th Court came forward to ask for swimming pool credits from past years as he didn't know that such a credit was available. He was told that would be a matter to take up with City Administrative staff.

Moved by Novak Swalwell, seconded by Dorweiler to table the following consent agenda item and add information regarding the cost of the meter replacement necessary to test meters:

- a. The Minutes of the Regular Meeting of the Board of Trustees of August 17, 2009 – correction to add Northern Water Works Supply to make appointments for their bid price of \$50.00 per meter for a total of \$15,000 and provide new meters that are compatible with the existing meter reading system for their bid price of \$80.00 per meter for a total of \$24,000 and prepare the meters for shipping. This eliminates the need to return to the residence to change meter in the future and pay overtime for Water Works employees to make appointments and remove meters.

Roll call: All yes. Motion carried.

Moved by Novak Swalwell, seconded by Dorweiler to concur with the recommendation of the of the Board to adopt a Resolution thanking Timothy J. McCulloh for service to the West Des Moines Water Works Board of Trustees.
Roll call: All yes. Motion carried.

Moved by Novak Swalwell, seconded by Swanger to concur with the recommendation of the staff and receive and file the 2009 Update to the 2007 Water Distribution Study. The Water Distribution Study was reviewed by the General Manager and the Board

requested that a workshop be held by Gopal Krishna of Krishna Engineering to allow the Board the opportunity to obtain additional information regarding future planning recommendations. A meeting will be arranged for Monday, October 12, 2009, at 4:00 PM.

The Board also asked for a copy of the draft proposal that the Des Moines Water Works is preparing to present to Xenia Rural Water System to offer an alternative to solve Xenia's current the financial situation.

Roll call: All yes. Motion carried.

Moved by Rickert, seconded by Dorweiler that the Resolution entitled "A Resolution Ordering Construction of Certain Public Improvements and Fixing a Date for Hearing Thereon and Taking of Bids Therefor," for the Water Main Extension on 88th Street and E. P. True Parkway and one Pressure Reducing Valve, 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 Main Extension on 88th Street and E. P. True Parkway and one Pressure Reducing Valve (Water Works Project 00800-170-09006). Bids will be received until 2:00 P.M. on Wednesday, October 14, 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, October 19, 2009.

Moved by Rickert, seconded by Novak Swalwell to approve the schedule for the development of the budget for the calendar year 2010.

Roll call: All yes. Motion carried.

Moved by Novak Swalwell, 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 Dorweiler, seconded by Rickert to concur with the recommendation of staff and approve the quotation for parking lot joint and crack sealing at the Water Treatment Plant by Speck USA at a cost not to exceed \$15,000, with the request that a clarification be requested from Speck on the number of linear feet involved.

Roll call: All yes. Motion carried.

Moved by Rickert, seconded by Swanger to concur with staff and approve the quotation for masonry restoration to the North Garage, building #5, at the Water Treatment Plant by Allied Restoration Specialties, Inc. at a cost of \$9,420.

Roll call: All yes. Motion carried.

Moved by Dorweiler, seconded by Novak Swalwell to adopt the resolution entitled "A Resolution Establishing Criteria for Purchases.

Roll call: All yes. Motion carried.

Moved by Novak Swalwell, seconded by Rickert to concur with the recommendation of staff and adopt the Resolution Naming Depositories.

Roll call: All yes. Motion carried.

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

Roll call: All yes. Motion carried.

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

Roll call: All yes. Motion carried

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

Roll call: All yes. Motion carried.

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

Roll call: All yes. Motion carried.

Moved by Rickert, seconded by Swanger to pay the non-construction bills in the amount of \$301,495.68.

Roll call: All yes. Motion carried.

Moved by Rickert, seconded by Swanger to pay the construction bills in the amount of \$39,665.35

Roll call: All yes. Motion carried.

Moved by Rickert, seconded by Dorweiler to adjourn at 6:08 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 October 19, 2009 meeting.