

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

Regular Meeting – November 21, 2011

A. C. Ward Municipal Water Treatment Plant  
Conference Room - 1505 Railroad Avenue  
**4:00 P. M**

**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. Construction Project Actions**
  - a. Resolution -Accepting Completed Improvements:  
Silverwood Plat 2
  
- 5. Consent Agenda**
  - a. Motion - Approving Minutes of Regular Meeting of October 24, 2011
  - b. Motion - Approving Minutes of Special Meeting November 9, 2011
  
- 6. Recommendations from Committees**
  - a. Finance and Audit
    1. Motion - Approving Hiring of Independent Auditing Firm for the Year Ended December 31, 2011
    2. Resolution - Fixing Date, Time and Place for a Public Hearing to Adjust Water Rates (4:10 P.M., December 5, 2011)
  
- 7. Recommendations from Staff**
  - a. Report - Discussion Finalizing the Budget Documentation for 2012
  - b. Resolution - A Resolution Assessing Delinquent Water Service Charges

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Agenda (continued)

**8. Motions to Receive, File and/or Refer**

- a. Project Progress Report - Through October, 2011
- b. Water Quality Report - October, 2011
- c. Check Register - October, 2011

**9. Motions to Pay Bills**

- a. Non-Construction Bills \$244,955.18
- b. Construction Bills
  - Halbrook Excavating – 2011 Water Main \$ 68,658.87
  - Replacement Program
  - Payment #4

**10. Information Report**

- a. Board of Trustees Standing Committees
  - 1. Customer and Community Relations - Philip J. Dorweiler, Chair;  
Brian P. Rickert
  - 2. Finance and Audit – Philip J. Dorweiler, Chair; Gwen A. Swanger
  - 3. Operations – William S. Spencer, Chair; Karen Novak Swalwell
  - 4. Personnel and Compensation – Karen Novak Swalwell, Chair;  
Brian P. Rickert
  - 5. Planning - William B. Spencer, Chair; Gwen A. Swanger
  - 6. Central Iowa Regional Drinking Water Commission – Karen Novak Swalwell
- b. General Manager – Jerry Stevens
  - Xenia
  - South Area Development
- c. Customer Service Manager – Bill Garrett
- d. Accounting Manager and Treasurer – Paula Meyer
- e. Engineering Project Manager – Diana Wilson
- f. Water Production Manager – Mitch Pinkerton
- g. Water Distribution Manager – Mike Scott

**11. Adjourn**

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