

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

January 27, 2012

The regular meeting of The Board of Trustees of the West Des Moines Water Works was called to order by Vice Chair Brian P. Rickert at 4:00 P.M. on Friday, January 27, 2012. Trustees Philip J. Dorweiler and William B. Spencer were present and Trustee Gwen A. Swanger was present by telephone; Trustee Karen Novak Swalwell was absent; also present were staff members Jerald W. Stevens, General Manager; William H. Garrett, Customer Service Manager; Paula R. Meyer, Accounting Manager and Treasurer; Diana J. Wilson, Engineering Project Manager; Mike Scott, Water Distribution Manager; Mitch Pinkerton, Water Production Manager and Councilman Charles Schneider.

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

No one came forward during the Citizen Forum.

Moved by Swanger, seconded by Dorweiler to nominate Trustee Novak Swalwell to be Chair of the Board of Trustees for the year 2012. Election of the Chair to take effect immediately.

Roll call: All yes. Motion carried.

Moved by Swanger, seconded by Dorweiler to nominate Trustee Rickert for Vice Chair of the Board of Trustees for the year 2012.

Roll call: All yes. Motion carried.

Moved by Swanger, seconded by Dorweiler to keep the appointments of standing committees the same as 2011.

Roll call: All yes. Motion carried.

<u>Committee</u>	<u>Chair</u>	<u>Member</u>
Personnel and Compensation	Novak Swalwell	Rickert
Planning	Spencer	Swanger
Finance and Audit	Dorweiler	Swanger
Customer and Community Relations	Dorweiler	Rickert
Operations	Spencer	Novak Swalwell

Moved by Doweiler, seconded by Spencer to receive and file the Monthly Operations and Financial Report for December, 2011.

Roll call: All yes. Motion carried.

Moved by Swanger, seconded by Dorweiler to approve the following consent agenda item:

- a. The Minutes of the Special Meeting of the Board of Trustees of December 19, 2011, as corrected.

Roll call: All yes. Motion carried.

Moved by Rickert, seconded by Dorweiler to table receiving and filing the agreement with Xenia Rural Water System for the transfer of service territory until such time that future legal representation is clarified for both parties.

Roll call: All yes. Motion carried.

Moved by Dorweiler, seconded by Swanger to concur with the recommendations from staff and approve the purchase of replacement filter cloths for the lime residuals press from Clear Edge Filtration, Inc. at a cost of \$4,671.60.

Roll call: All yes. Motion carried.

Moved by Spencer, seconded by Dorweiler to concur with the recommendations from staff and approve the purchase of an Fcs S-30 Leak Detection System at a cost of \$3,950.

Roll call: All yes. Motion carried.

Moved by Dorweiler, seconded by Spencer to concur with the recommendation from staff and approve the purchase of replacement color printer for the treatment plant at a cost of \$1,593.75.

Roll call: All yes. Motion carried.

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

Roll call: All yes. Motion carried.

No Project Progress Report through December, 2011 was given.

Moved by Dorweiler, seconded by Spencer to receive and file the Water Quality Report for December, 2011.

Roll call: All yes. Motion carried.

Moved by Dorweiler, seconded by Spencer to receive and file the Check Register for December, 2011.

Roll call: All yes. Motion carried.

Moved by Rickert, seconded by Dorweiler to pay the non-construction bills in the amount of \$250,189.23.

Roll call: All yes. Motion carried.

Moved by Spencer, seconded by Dorweiler to adjourn at 4:45 P.M.  
Roll call: All yes. Motion carried.

Attest:

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Jerald W. Stevens, P.E.  
Secretary

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Brian P. Rickert  
Vice Chair

These Minutes are a draft, if corrections or additions are made the corrected minutes will be published after approval at the February 21, 2012 meeting.