

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

February 21, 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 Monday, February 21, 2012. Trustees William B. Spencer was present and Trustee Gwen A. Swanger was present by telephone; Trustees Karen Novak Swalwell and Philip J. Dorweiler were 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 Spencer, seconded by Swanger that the agenda be approved as presented.
Roll call: All yes. Motion carried.

No one came forward during the Citizen Forum. A letter from Joel and Jean Akers, 727-79th Place, was presented objecting to connection fee charges for his irrigation system. Staff was asked to reevaluate the reason and the background for the water supply connection fee for irrigation systems; also, to look at renaming this fee (irrigation system water connection fee). Information will be given to Mr. Akers regarding his options for irrigation. In addition, Mr. Akers will to be notified that he is required to pay the fee, as per policy.

Moved by Spencer, seconded by Swanger to receive and file the Monthly Operations and Financial Report for January, 2012.
Roll call: All yes. Motion carried.

Moved by Spencer, seconded by Swanger 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 2012 Water Main Replacement Program, 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 2012 Water Main Replacement Program (Water Works Project 00800-170-12011). Bids will be received until 2:00 P.M. on Wednesday, March 14, 2012, 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, March 19, 2012.

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

- a. The Minutes of the Regular Meeting of the Board of Trustees of
January 27, 2012

Roll call: All yes. Motion carried.

Moved by Spencer, seconded by Swanger to concur with the recommendations from staff and approve the purchase of a Kent Model KF9 Breaker and Kent Model KHP65

Compactor from Murphy Tractor and Equipment Company at a cost of \$20,195.00.
Roll call: All yes. Motion carried.

Moved by Spencer, seconded by Swanger to concur with the recommendation of staff and approve the out-of-state travel request for the Customer Service Field Supervisor to attend the American Water Works Association Annual Conference & Exposition in Dallas, TX, June 10-12, 2012.
Roll call: All yes. Motion carried.

Moved by Spencer, seconded by Swanger to remove from table Receiving and Filing the Xenia Agreement to Transfer Service Territory.
Roll call: All yes. Motion carried.

Moved by Spencer, seconded by Swanger to concur with the recommendation of staff to receive and file the agreement with Xenia Rural Water System for the transfer of service territory.
Roll call: All yes. Motion carried.

Moved by Swanger, seconded by Spencer to concur with the recommendation of staff and approve the out-of-state travel request for Ralph Renteria, Engineering Technician, to attend the American Backflow Prevention Association Education Conference and Trade Show, Reno, NV, April 30-May2.
Roll call: All yes. Motion carried.

No Project Progress Report through January, 2012 was given.

Moved by Spencer, seconded by Swanger to receive and file the Water Quality Report for January, 2012.
Roll call: All yes. Motion carried.

Moved by Spencer, seconded by Swanger to receive and file the Check Register for January, 2012.
Roll call: All yes. Motion carried.

Moved by Spencer, seconded by Swanger to pay the non-construction bills in the amount of \$132,930.42.
Roll call: All yes. Motion carried.

Moved by Spencer, seconded by Swanger adjourn at 5:00 P.M.
Roll call: All yes. Motion carried.

Attest:

Jerald W. Stevens, P.E.
Secretary

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 March 19, 2012 meeting.