

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

April 9, 2012

The regular meeting of The Board of Trustees of the West Des Moines Water Works was called to order by Chair Karen Novak Swalwell at 4:00 P.M. on Monday, April 9, 2012. Trustees Philip J. Dorweiler, William B. Spencer, Brian P. Rickert and Gwen A. Swanger were present; 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 and 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 concur with the recommendation of the Finance and Audit Committee and receive, file, approve and distribute the Independent Auditor's Report of Financial Statements for the year ended December 31, 2011. Roll call: All yes. Motion carried.

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

Moved by Rickert, seconded by Swanger that the Resolution entitled "A Resolution Approving a Construction Contract and Bond," for the construction of certain public improvements described in general as 2012 Water Main Replacement Contract (West Des Moines Water Works Project No. 00800-170-12011, attached to and made a part of the minutes, be adopted. Roll call: All yes. Motion carried

Moved by Rickert, seconded by Swanger to approve the following consent agenda items:

- a. The Minutes of the Regular Meeting of the Board of Trustees of March 19, 2012
- b. A Motion Approving Water Supply Service Agreement for South Maple Plat 11

Roll call: All yes. Motion carried.

Moved by Swanger, seconded by Rickert to concur with the recommendation of staff and approve the hiring of Patrick O'Connell to be a Seasonal Maintenance Worker. Roll call: All yes. Motion carried.

Moved by Rickert, seconded by Dorweiler to concur with the recommendation from staff and pass a Resolution entitled "A Resolution Approving Payment for Economic Development" to the City of West Des Moines of \$50,000. This is the sixth payment

of the \$500,000 authorized by the Board in 2007 to be paid to the City of West Des Moines for economic development.

Roll call: All yes. Motion carried.

Moved by Dorweiler, seconded by Swanger to concur with the recommendation of staff and approve the purchase of two SIMTAP tapping machines from Municipal Supply, Inc. at a cost of \$4,280 and two 20 volt compact drills from Acme Tools at a cost of \$398 for a total cost of \$4,678.

Roll call: All yes. Motion carried.

Moved by Rickert, seconded by Dorweiler to receive and file the Project Progress Report through March, 2012.

Roll call: All yes. Motion carried.

Moved by Rickert, seconded by Dorweiler to receive and file the Water Quality Report for March, 2012.

Roll call: All yes. Motion carried.

Moved by Rickert, seconded by Dorweiler to receive and file the Check Register for February, 2012.

Roll call: All yes. Motion carried.

Moved by Swanger, seconded by Dorweiler to pay the non-construction bills in the amount of \$129,190.34.

Roll call: All yes. Motion carried.

The General Manager reported that Mike Scott, the current Water Distribution Manager, has submitted notification that he will retire on July 2, 2012.

Moved by Swanger, seconded by Dorweiler adjourn at 5:12 P.M.

Roll call: All yes. Motion carried.

Attest:

Jerald W. Stevens, P.E.
Secretary

Karen Novak Swalwell
Chair