

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

June 18, 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, June 18, 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; Mark Hanasz, Water Distribution; Councilman Charles Schneider, City Manager Greg Sparks; Jamie Buelt, Public Relations Consultant; and Amy Beattie, Attorney.

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

During Citizens Forum Mr. John Wiley, 520 – 31<sup>st</sup> Street, came forward to object to the starting time of the water main replacement crews. He also felt that there should be more public in attendance at the Board Meetings. Staff will contact the contractor to ask if the starting time for their crews can be delayed.

Moved by Rickert, second by Swanger to go into Closed Session according to Iowa Code 21.5 (1)(c).

The vote to go into Closed Session is as follows:

Trustee	Yes	No	Present	Absent
William B. Spencer	<u>  x  </u>	_____	<u>  x  </u>	_____
Phillip J. Dorweiler	<u>  x  </u>	_____	<u>  x  </u>	_____
Gwen A. Swanger	<u>  x  </u>	_____	<u>  x  </u>	_____
Karen S. Novak Swalwell	<u>  x  </u>	_____	<u>  x  </u>	_____
Brian P. Rickert	<u>  x  </u>	_____	<u>  x  </u>	_____

After returning to regular session the Agenda was continued.

Moved by Swanger, seconded by Dorweiler to receive and file the Monthly Financial Report for May, 2012.

Roll call: All yes. Motion carried.

Moved by Dorweiler, seconded by Rickert to adopt the Resolution entitled, "A Resolution Accepting the Water Main Construction in Chapel Point Plat 1(formerly Reed's Crossing plat 14)," attached to and made a part of these minutes. This is a new water main consisting of 395 linear feet of 8-inch PVC water main.

Roll call: All yes. Motion carried.

Moved by Swanger, seconded by Spencer to adopt the Resolution entitled, "A Resolution Accepting the Water Main Construction in Silverwood Plat 3," attached to and made a part of these minutes. This is a new water main consisting of 747 linear feet of 8-inch PVC water main.

Roll call: All yes. Motion carried.

Moved by Rickert, seconded by Swanger to table until the June 27<sup>th</sup> Board Meeting the resolution entitled "A Resolution Ordering Construction of Certain Public Improvements and Fixing the Date, Time and Place for a Public Hearing thereon and for Taking of Bids Therefor" for Highway 5 Water Main Casing Pipe Crossing.

Roll call: All yes. Motion carried.

Moved by Rickert, seconded by Swanger to table until the June 27<sup>th</sup> Board Meeting the motion entitled "Distribution of Engineering Request for Proposal for Design Service Bid on Temporary Booster Pump Station Project."

Roll call: All yes. Motion carried.

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

- a. The Minutes of the Regular Meeting of the Board of Trustees of  
May 30, 2012

Roll call: All yes. Motion carried.

Moved by Dorweiler, seconded by Spencer to concur with the recommendation of the Personnel and Compensation Committee and ratify the hiring of Mark Hanasz as the Water Distribution Manager.

Roll call: All yes. Motion carried.

Moved by Rickert, seconded by Dorweiler to concur with the motion of the Personnel and Compensation Committee to have an investigation.

Roll call: All yes. Motion carried.

Moved by Rickert, seconded by Swanger to concur with the recommendation of staff and start the RFP process for a proposal for an engineering firm to conduct a hydraulic analysis of the western and northwestern areas of the distribution system.

Roll call: All yes. Motion carried.

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

Roll call: All yes. Motion carried.

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

Roll call: All yes. Motion carried.

Moved by Swanger, seconded by Dorweiler to receive and file the Check Register for May, 2012.

Roll call: All yes. Motion carried.

Moved by Rickert, seconded by Spencer to pay the non-construction bills in the amount of \$244,181.17.

Roll call: All yes. Motion carried.

Moved by Rickert, seconded by Spencer to pay the construction bills in the amount of \$71,711.39

Roll call: All yes. Motion carried.

Moved by Swanger, seconded by Rickert adjourn at 5:22 P.M.

Roll call: All yes. Motion carried.

Attest:

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Jerald W. Stevens, P.E.  
Secretary

\_\_\_\_\_  
Karen Novak Swalwell  
Chair