

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

August 20, 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, August 20, 2012. Trustees Philip J. Dorweiler, and Gwen A. Swanger were present; Trustees Brian P. Rickert and William B. Spencer 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; Mitch Pinkerton, Water Production Manager; Mark Hanasz, Water Distribution Manager; and Councilman Charles Schneider.

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

No one came forward during the Citizen Forum.

Moved by Dorweiler, seconded by Swanger that the Resolution entitled "Resolution Directing the Advertisement for Sale and Approving Electronic Bidding Procedures" and the Resolution entitled "Resolution Approving the Preliminary Official Statement", attached to and made a part of these minutes, be adopted.
Roll call: All yes. Motion carried.

Moved by Dorweiler, seconded by Swanger to approve the schedule for the development of the budget for the calendar year 2013.
Roll call: All yes. Motion carried.

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

Moved by Dorweiler, seconded by Swanger that the Resolution entitled "A Resolution Ordering Purchase of Certain Public Improvement Equipment for The South Area Water System Improvements to Purchase a Package Booster Station be adopted. Fixing the Date, Time and Place for a Public Hearing Thereon and for Taking of Bids Therefore (Bids: 10:00 A.M. September 11, 2012; Public Hearing: 4:05 P.M., September 17, 2012)" attached to and made a part of these minutes.
Roll call: All yes. Motion carried.

Moved by Dorweiler, seconded by Swanger that the Resolution entitled "A Resolution Ordering Purchase of Certain Public Improvement Equipment for The South Area Water System Improvements to Purchase a Standby Generator Equipment be adopted. Fixing the Date, Time and Place for a Public Hearing Thereon and for Taking of Bids Therefore (Bids: 11:00 A.M. September 11, 2012; Public Hearing: 4:10 P.M., September 17, 2012)" attached to and made a part of these minutes.
Roll call: All yes. Motion carried.

Moved by Swanger, seconded by Dorweiler that the Resolution entitled "A Resolution Ordering Construction of Certain Public Improvement for The South Area System Improvements, installation of 2 4-inch Water Main be adopted. Fixing the Date, Time and Place for a Public Hearing Thereon and for Taking of Bids Therefore (Bids: 9:00 A.M. September 14, 2012; Public Hearing: 4:15 P.M., September 17, 2012)" attached to and made a part of these minutes.

Roll call: All yes. Motion carried.

Moved by Dorweiler, seconded by Swanger to set the date of a public hearing to consider approving an agreement with the Warren Water District for the purchase of certain sections of service area within the City Limits of West Des Moines for September 17, 2012 at 4:25 P.M.

Roll call: All yes. Motion carried.

Moved by Dorweiler, seconded by Swanger to set the date of a public hearing to consider approving an agreement with the City of West Des Moines to occupy excess right-of-way for a temporary booster station to serve certain areas within the City Limits of West Des Moines South of the Raccoon River and East of Interstate 35 for September 17, 2012 at 4:30 P.M.

Roll call: All yes. Motion carried.

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

- a. The Minutes of the Regular Meeting of the Board of Trustees of July 16, 2012 (as corrected)

Roll call: All yes. Motion carried.

Moved by Swanger, seconded by Dorweiler to approve the request to post replacement Water Distribution Coordinator position vacancy for internal candidates.

Roll call: All yes. Motion carried.

Moved by Dorweiler, seconded by Swanger to concur with the recommendation of staff and ratify the hiring of Karen Proudfoot as a temporary part time employee.

Roll call: All yes. Motion carried

Moved by Swanger, seconded by Dorweiler to receive and file the following items:

- a. Project Progress Report - through July, 2012
- b. Water Quality Report - July, 2012
- c. Check Register - July, 2012

Roll call: All yes. Motion carried.

Moved by Swanger, seconded by Dorweiler to pay the non-construction bills in the amount of \$489,537.43.

Roll call: All yes. Motion carried.

Moved by Dorweiler, seconded by Swanger to pay the construction bills in the amount of \$46,553.80.

Roll call: All yes. Motion carried.

Moved by Swanger, seconded by Dorweiler to adjourn at 4:50 P.M.

Roll call: All yes. Motion carried.

Attest:

Jerald W. Stevens, P.E.
Secretary

Karen Novak Swalwell
Chair