



WEST DES MOINES
Water Works
www.wdmww.com

**MUNICIPAL WATER UTILITY –
BOARD OF TRUSTEES**

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**WATER TREATMENT AND
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**WEST DES MOINES WATER WORKS
THE BOARD OF TRUSTEES**
Regular Meeting – November 20, 2017

A. C. Ward Municipal Water Treatment Plant
Conference Room - 1505 Railroad Avenue
4:00 P. M.

AGENDA

- 1. Call to Order, Roll Call, Approval of Agenda**
 - a. Motion – Approving Agenda
- 2. Citizen Forum**
 - a. Citizen Forum (During this time, any citizen may discuss with The Board of Trustees, any matter not on the agenda for today's meeting.)
- 3. Financial Report**
- 4. Adjust Water and Basic Service Charge Rates**
 - a. Public Hearing – Water and Basic Service Charge Rate Adjustments
 - b. Resolution – Approving a Resolution Adjusting Water and Basic Service Charge Rates
- 5. Consent Agenda**
 - a. Motion – Approving Minutes of the Regular Meeting of October 16, 2017
 - b. Motion – Approving Minutes of the Special Meeting of November 6, 2017
 - c. Motion – Concurring with Staff Approval of Change Order #1 for the 2016 Water Main Replacement – Jordan Creek
 - d. Motion – Concurring with Staff Approval of Change Order #7 for the Deep Well No. 26 Project.
 - e. Resolution – A Resolution Assessing Delinquent Water Service Charges
 - f. Resolution – Accepting Permanent Access Easement for Water Main and Appurtenances
 - g. Resolution – Accepting Completed Improvements: 2017 Veterans Parkway Water Main Extension – Veterans Parkway from SE Willow Creek Street

to 2,700 feet North (West Des Moines Water Works Project No. 00800-170-16005)

- h. Resolution – Accepting Completed Improvements: 2017 Pressure Sustaining Vault – 88th Street & Cody Drive (West Des Moines Water Works Project No. 0080-170-17001A)

6. Recommendations from Committees

- a. Finance and Audit
1. Resolution – “A Resolution Fixing a Date for Consideration of a Budget for Calendar Year 2018 and Fixing a Date for Hearing Thereon”. Public Hearing to be held at 4:00 PM, December 7, 2017 at 1505 Railroad Avenue, in West Des Moines.
 2. Resolution – A Resolution Designating the Certifying Officer for Delinquent Water Charges
 3. Resolution – A Resolution Updating the West Des Moines Water Works Investment Policy
- b. Regionalization
1. Motion – Authorizing General Manager to Submit Application for Water Use Permit Modification

7. Recommendations from Staff

- a. Motion – Approving Professional Services Proposal and Authorizing Execution of Agreement with Construction Materials Testing for Geotechnical Borings along Ashworth Road from 8th Street to Valley West Drive

8. Motions to Pay Bills

- a. Non-Construction Bills \$437,577.68
- b. Construction Bills
- C. L. Carroll Company, Inc. \$18,236.60
Jordan Well #26 – Pay Request #13
- C.L. Carroll Company, Inc. \$69,034.74
Sodium Hypochlorite Tank – Pay Request #4
- Ellingson Drainage \$5,340.14
2016 Water Main Replacement, Jordan Creek – Pay Request #3
- Holbrook Construction, Inc. \$2,702.64
2017 Pressure Reducing / Sustaining Vault – Pay Request #2 (Retainage) To Be Paid in 30 Days
- McAninch Corporation \$665.00
2017 Water Main Replacement, Veterans Parkway – Pay Request #3

McAninch Corporation \$12,236.75
2017 Water Main Replacement, Veterans Parkway –
Pay Request #4 (Retainage) To Be Paid in 30 Days

Vanderpool Construction \$137,998.42
2017 Mills Civic Parkway Water Main Extension – Pay Request #1

9. Motions to Receive, File and/or Refer

- | | | |
|----|-------------------------|-------------------|
| a. | Project Progress Report | November 15, 2017 |
| b. | Water Quality Report | October 2017 |
| c. | Check Register | October 2017 |

10. Information Report

- a. Board of Trustees Standing Committees
 - 1. Customer and Community Relations – Jody Smith, Chair; Scott Brennan
 - 2. Finance and Audit – Gretchen Tegeler, Chair; Jody Smith
 - 3. Operations – Scott Brennan, Chair; Brian Rickert
 - 4. Personnel and Compensation – Brian Rickert, Chair; Karen Novak Swalwell
 - 5. Planning – Karen Novak Swalwell, Chair; Gretchen Tegeler
 - 6. Regionalization – Karen Novak Swalwell, Chair; Jody Smith
 - 7. Central Iowa Regional Drinking Water Commission – Karen Novak Swalwell
- b. General Manager – Diana Wilson
- c. Finance Manager and Treasurer – Paula Meyer and Becky Scott
 - 1. Internal Control: Signatories and Cash Management
- d. Water Production Manager – Mitch Pinkerton
- e. Water Distribution Manager – Mark Hanasz
- f. Engineering Project Manager – William Mabuice
- g. Business Relations Manager – Josh Heggen
- h. City Discussion
 - 1. Old Business
 - 2. New Business

12. Adjourn

If you have a disability and you would like accommodations so you can fully participate in this meeting of The Board of Trustees, we ask that you contact West Des Moines Water Works at 222-3465 at least 48 hours before the meeting. We are pleased to help you.
