



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 – December 18, 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. Consent Agenda**
 - a. Motion – Approving Minutes of the Regular Meeting of November 20, 2017
 - b. Motion – Approving Minutes of the Special Meeting of December 7, 2017
 - c. Motion – Approving Water Supply Service Agreement for Chateau 88
 - d. Motion – Approving Payment of \$50,000 to City of West Des Moines for Economic Development
 - e. Resolution – A Resolution Naming Depositories
 - f. Resolution – Adopting the West Des Moines Water Works General Supplemental Specifications to the Iowa Statewide Urban Standard Specifications for Public Improvements Manual
 - g. Resolution – Accepting Permanent Access Easement for Water Main and Appurtenances
 - h. Resolution – Accepting Completed Improvements: 2016 Water Main Replacement Remedial Work (West Des Moines Water Works Project No. 00800-170-16006)
 - i. Resolution – Accepting Completed Improvements – Westport Plat 1

- j. Resolution – Accepting Completed Improvements – Della Vita
- k. Resolution – Accepting Completed Improvements – Della Vita 88th Street Public Improvements

5. Recommendations from Committees

- a. Personnel and Compensation
 - 1. Resolution – A Resolution Establishing Compensation for Calendar Year 2018 for Employees and Trustees of West Des Moines Water Works
 - 2. Resolution – Providing for Action on an Agreement between West Des Moines Water Works and the American Federation of State, County and Municipal Employees, Local Union 3861 for the Calendar Year 2018
 - 3. Motion – Approving Updates to the West Des Moines Water Works Employee Handbook

6. Recommendations from Staff

- a. Motion – Approving Customer Service Schedule for 2018
- b. Motion – Receive and File Bids Received for Water Treatment Chemicals
- c. Motion – Awarding Contract to Water Treatment Chemical Suppliers
- d. Motion – Receive and File Bids Received for Brass Goods
- e. Motion – Awarding Contracts to Brass Goods Suppliers
- f. Motion – Approving Request to Purchase Replacement Vehicles

7. Construction Project Actions

- a. 2017 Ground Storage Reservoir Painting – 2.0 MG Tank AC Ward Municipal Treatment Plant (Water Works Project No. 00800-120-17007)
 - 1. 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 (Bids: 2:00 P.M., January 17, 2018; Public Hearing: 4:05 P.M., January 22, 2018)

8. Motions to Pay Bills

- a. Non-Construction Bills \$357,797.19
- b. Construction Bills
 - C. L. Carroll Company, Inc. \$15,437.50
 - Jordan Well #26 – Pay Request #14

C.L. Carroll Company, Inc. Sodium Hypochlorite Tank – Pay Request #5	\$31,376.60
J & K Contracting 2016 Water Main Replacement – Pay Request #4 (Retainage) To Be Paid in 30 Days	\$4,266.39
Vanderpool Construction 2017 Mills Civic Parkway Water Main Extension 81 st to 88 th – Pay Request #1	\$61,192.87
Vanderpool Construction 2017 Mills Civic Parkway Water Main Extension 81 st to 88 th – Pay Request #3	\$913.43

9. Motions to Receive, File and/or Refer

- | | |
|----------------------------|-------------------|
| a. Project Progress Report | December 13, 2017 |
| b. Water Quality Report | November 2017 |
| c. Check Register | November 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
 1. Discussion – 2018 Chair, Vice Chair, and Committee Appointments
 2. Memo – 2018 Water Works Board of Trustees Meetings for 2018
- c. Finance Manager and Treasurer – Paula Meyer and Becky Scott
- d. Water Production Manager – Mitch Pinkerton
- e. Water Distribution Manager – Mark Hanasz
- f. Engineering Project Manager – William Mabuce
- g. Business Relations Manager – Josh Heggen
- h. AFL-CIO Local 3861 Chapter President – Vincent White
- i. City Discussion
 1. Old Business
 2. New Business

11. 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.
