



WEST DES MOINES WATER WORKS BOARD OF TRUSTEES MEETING COMMUNICATION

ITEM:**DATE:** March 19, 2018

4. Consent Agenda
a. Motion

– Approving Minutes of the Regular Meeting of
February 20, 2018

FINANCIAL IMPACT:

None

SUMMARY:

This action will officially approve the minutes from your previous meetings.

BACKGROUND:

Approving board minutes is a routine requirement which is generally completed at the first opportunity.

RECOMMENDED ACTION BY THE BOARD OF TRUSTEES:

To approve the above consent agenda item(s)

Prepared by:

Justin Daniel Woodine

Approved for Content by:

M. Wilson

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

February 20, 2018

The regular meeting of The Board of Trustees of the West Des Moines Water Works was called to order by Chair Brian Rickert at 4:01 p.m. on Tuesday, February 20, 2018. Trustees Gretchen Tegeler, Jody Smith (via phone), Scott Brennan and Mary Thomsen were present. Also present were staff members Diana Wilson, General Manager; Becky Scott, Finance Manager and Treasurer; William Mabuice, Engineering Project Manager; Josh Heggen, Business Relations Manager; Mitch Pinkerton, Water Production Manager; Mark Hanasz, Water Distribution Manager; and Vincent White, Engineering Technician and AFL-CIO Local 3861 Chapter President. City Manager Tom Hadden attended on behalf of the West Des Moines City Council as liaison to the Board.

Moved by Brennan, seconded by Thomsen that the agenda be approved.

Roll call: All yes. Motion carried.

No one came forward during the Citizen Forum.

Moved by Tegeler, seconded by Brennan to receive and file the Monthly Financial Report for January 2018.

Roll call: All yes. Motion carried.

Moved by Tegeler, seconded by Thomsen to approve the motion entitled "Approving Minutes of the Regular Meeting of January 22, 2018."

Roll call: All yes. Motion carried.

Moved by Tegeler, seconded by Thomsen to approve the motion entitled "Concurring with Staff Approval of Change Order #1 for the Lime Slaker System Replacement Project."

Roll call: Tegeler, Thomsen, Smith and Brennan – Aye. Rickert - Abstain. Motion carried.

Moved by Brennan, seconded by Tegeler to approve the motion entitled "Concurring with Staff Approval of Change Order #8 for the Deep Well No. 26 Project."

Roll call: All yes. Motion carried.

Moved by Tegeler, seconded by Thomsen to approve the motion entitled "Approving Minutes of the Special Meeting of February 7, 2018."

Roll call: All yes. Motion carried.

Moved by Tegeler, seconded by Thomsen to approve the motion entitled "Concurring with Staff Approval of a Professional Services Agreement with JCG Land Services, Inc. for Professional Services for the Appraisal of Property."

Roll call: All yes. Motion carried.

Moved by Tegeler, seconded by Thomsen to concur with the recommendation of the Operations Committee that the resolution entitled "Approving a Memorandum of Understanding with Xenia Rural Water on Distribution System Operation and Maintenance in WDMWW/Xenia Transferred Service Territory" be adopted.

Roll call: All yes. Resolution adopted.

Moved by Brennan, seconded by Tegeler to concur with the recommendation of the Finance

and Audit Committee that the resolution entitled "Approving a Joint Administrative Policy Between the West Des Moines Water Works and City of West Des Moines for Construction Cost Reimbursement for West Des Moines Water Works Infrastructure on City Projects" be adopted.

Roll call: All yes. Resolution adopted.

Moved by Tegeler, seconded by Thomsen to concur with the recommendation of staff that the motion entitled "Approving and Authorizing Early Release of Retainage for the Deep Well No. 26 Project" be approved.

Roll call: All yes. Motion carried.

Moved by Brennan, seconded by Thomsen to concur with the recommendation of staff that the motion entitled "Accepting a Proposal for Purchase of a Dump Trailer" be approved.

Roll call: All yes. Motion carried.

Moved by Thomsen, seconded by Tegeler to concur with the recommendation of staff that the motion entitled "Accepting a Proposal for Purchase of a Wheel Loader" be approved.

Roll call: Thomsen, Rickert, Smith and Tegeler – Ayes. Brennan - abstain. Motion carried.

Moved by Tegeler, seconded by Brennan to concur with the recommendation of staff that the motion entitled "Approving and Authorizing Execution of Professional Services Agreement with Foth Infrastructure and Environment, LLC for Professional Services for the Booneville Road Water Main Extension – Sugar Creek to 95th Street" be approved.

Roll call: All yes. Motion carried.

Moved by Brennan, seconded by Thomsen to concur with the recommendation of staff that the motion entitled "Approving and Authorizing Execution of Professional Services Agreement with McClure Engineering Company for Professional Services for the Adams and SW 60th Street Water Main Extension" be approved.

Roll call: All yes. Motion carried.

Moved by Brennan, seconded by Thomsen to pay the non-construction bills in the amount of \$418,580.09.

Roll call: All yes. Motion carried.

Moved by Brennan, seconded by Thomsen to pay the construction bills in the amount of \$144,819.73.

Roll call: All yes. Motion carried.

Moved by Brennan, seconded by Thomsen to receive and file the following items:

- | | | |
|----|-------------------------|---------------------|
| a. | Project Progress Report | - February 14, 2018 |
| b. | Water Quality Report | - January 2018 |
| c. | Check Register | - January 2018 |

Roll call: All yes. Motion carried.

Moved by Brennan, seconded by Tegeler to adjourn at 4:57 p.m.

Roll call: All yes. Motion carried.

Attest:

Brian Rickert
Chair

Diana Wilson
Secretary

These Minutes are a draft. If corrections or additions are made the corrected minutes will be published after approval at the March 19, 2018 meeting.