



WEST DES MOINES  
**Water Works**  
www.wdmww.com

**MUNICIPAL WATER UTILITY –  
BOARD OF TRUSTEES**

**GENERAL OFFICE**  
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**WATER TREATMENT AND  
DISTRIBUTION**  
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**WEST DES MOINES WATER WORKS  
THE BOARD OF TRUSTEES**  
Regular Meeting – October 15, 2018

**Fire Station #17  
Conference Room - 1401 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 September 17, 2018
  
  - b. Motion – Approving Water Supply Service Agreement for King's Grove Townhomes
  
  - c. Resolution – Accepting Permanent Easement for Water Main and Appurtenances
  
  - d. Resolution – Accepting Completed Improvements: 2016 Water Main Replacement – Jordan Creek North of E.P. True Parkway (West Des Moines Water Works Project 00800-170-16008)
  
  - e. Resolution – Accepting Completed Improvements: Deep Well No. 26 (West Des Moines Water Works Project 00800-170-16002)
  
- 5. Recommendations from Committees**
  - a. Finance and Audit
    1. Report – Receive and Place on File for Preliminary Discussion Draft Budget for 2019
  
  - b. Planning and Regionalization
    1. Discussion – Conceptual Layout and Façade of Administrative Office Building

- 2. Motion – Approving Agreement with Shive Hattery, Inc. for Administrative Office Building Architecture and Engineering Services
- 3. Resolution – Adopting Resolution to Approve Intergovernmental Agreement Establishing the Development of the Quarry Property between the West Des Moines Water Works and Dallas County Board of Supervisors

**6. Recommendations from Staff**

- a. Motion – Approving and Authorizing Execution of a Professional Services Agreement with Terracon for Geotechnical Engineering Services for the Proposed Administrative Building at the AC Ward Treatment Plant
- b. Motion – Receive and File the Report of Facility Assessment and Recommendations from KJW Diversified Services, Inc.

**7. Construction Project Actions**

**8. Motions to Pay Bills**

- a. Non-Construction Bills \$554,880.52
- b. Construction Bills
  - CL Carroll Co. \$15,000.00  
Deep Well No. 26 – Pay Request #16 – Retainage
  - Cory Juergens Construction LLC \$34,817.50  
2018 WMR Valves – Pay Request #2
  - Ellingson Drainage \$3,830.22  
2016 WMR – Jordan Creek – Pay Request #4 – Retainage
  - J&K Contracting \$180,814.39  
2018 Water Main Replacement – Pay Request #1

**9. Motions to Receive, File and/or Refer**

- a. Project Progress Report October 12, 2018
- b. Water Quality Report September 2018
- c. Check Register September 2018

**10. Information Report**

- a. Board of Trustees Standing Committees
  - 1. Customer and Community Relations – Mary Thomsen, Chair; Scott Brennan
  - 2. Finance and Audit – Gretchen Tegeler, Chair; Jody Smith
  - 3. Operations – Scott Brennan, Chair; Mary Thomsen
  - 4. Personnel and Compensation – Brian Rickert, Chair; Gretchen Tegeler
  - 5. Planning/Regionalization – Jody Smith, Chair; Brian Rickert
  - 6. Central Iowa Regional Drinking Water Commission – Jody Smith
- b. General Manager – Diana Wilson

- c. Finance Manager and Treasurer – Becky Scott
- 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. AFL-CIO Local 3861 Chapter President – Vincent White
- i. City Discussion
  - 1. Old Business
  - 2. New Business

## **11. Adjourn**

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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.

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