

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

November 18, 2019

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 PM on Monday, November 18, 2019. The meeting was held at West Des Moines Fire Station 17, 1401 Railroad Avenue. Trustees Scott Brennan, Jody Smith, Gretchen Tegeler and Mary Thomsen (via phone) were present. Also present were staff members Christina Murphy, General Manager; Josh Heggen, Business Relations Manager; Pat Mullenbach, Finance Manager and Treasurer; William Mabuice, Engineering Project Manager; Mitch Pinkerton, Water Production Manager; and Mark Hanasz, Water Distribution Manager. The City of West Des Moines' City Manager, Tom Hadden, attended on behalf of the West Des Moines City Council as liaison to the Board. Also present were Vincent White, Engineering Technician and AFL-CIO Local 3861 Chapter President; Steve Seivert, Water Distribution Technician; Brett Kasal, Engineering Technician; Rick Eilander, Des Moines Area Representative for AFSCME Council 61; Eric Heynen, KCL Engineering; and James Deeds, KCL Engineering.

Moved by Smith, seconded by Brennan that the agenda be approved.
Roll call: All yes. Motion carried.

No one came forward during the Citizen Forum.

Moved by Smith, seconded by Brennan to receive and file the Monthly Financial Report for October 2019.
Roll call: All yes. Motion carried.

The Chair announced that this was the time and place for a public hearing on the adoption of Water and Basic Service Charge Rate Adjustments for the West Des Moines Water Works for 2019. The Secretary reported that the Notice of Public Hearing was published in the *Des Moines Register, Friday, November 8, 2019*. The Chair called for any oral objections to the water and basic service charge rate adjustments. No oral objections were offered and the Secretary reported that no written objections thereto had been filed. Hearing no further comments, the Chair declared the public hearing closed.

Moved by Brennan, seconded by Smith to approve the Resolution entitled "Approving a Resolution Adjusting Water and Basic Service Charge Rates," with the recommended 8% rate increase.
Roll call: Yes – Scott Brennan and Jody Smith; No – Brian Rickert, Gretchen Tegeler, and Mary Thomsen. Motion failed.

Moved by Rickert, seconded by Brennan to amend and approve the Resolution entitled "Approving a Resolution Adjusting Water and Basic Service Charge Rates," changing from an 8% rate increase to a 6.5% rate increase.
Roll call: All yes. Resolution amended and adopted.

Moved by Smith, seconded by Brennan to approve the following consent agenda items:

- a. Minutes of the Regular Meeting of October 21, 2019,
- b. Minutes of the Special Meeting of November 4, 2019,
- c. Accepting Completed Improvements: Cedar Ridge Plat 2, and
- d. Accepting Completed Improvements: Kings Landing Plat 3.

Roll call: All yes. Motion carried.

Moved by Smith, seconded by Tegeler to concur with the recommendation of the Finance and Audit Committee that the resolution entitled "Fixing a Date for Consideration of a Budget for Calendar Year 2020 and Fixing a Date for Hearing Thereon. (Public Hearing to be held at 4:00 PM, December 9, 2019 at 1401 Railroad Avenue, Fire Station 17, in West Des Moines, Iowa)" be adopted.

Roll call: All yes. Resolution adopted.

Moved by Smith, seconded by Tegeler to concur with the recommendation of the Finance and Audit Committee that the motion entitled "Approving Quote to Complete Signage Installation at 1505 Railroad Avenue from ASI Signage Innovations" be approved.

Roll call: All yes. Motion carried.

Moved by Brennan, seconded by Tegeler to concur with the recommendation of the Personnel and Compensation Committee that the motion entitled "Approving Job Description for Civil Engineer I" be approved.

Roll call: All yes. Motion carried.

Moved by Brennan, seconded by Smith to concur with the recommendation of the staff that the motion entitled "Approving Furniture Purchase from Storey Kenworthy for Treatment Plant Office Updates" be approved.

Roll call: All yes. Motion carried.

Moved by Smith, seconded by Brennan to pay the non-construction bills in the amount of \$776,120.77.

Roll call: All yes. Motion carried.

Moved by Smith, seconded by Brennan to pay the construction bills in the amount of \$338,238.46.

Roll call: All yes. Motion carried.

The Board requested to have the bond schedule sent to them.

Moved by Smith, seconded by Brennan to pay the bond payments in the amount of \$1,613,012.50.

Roll call: All yes. Motion carried.

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

- a. Project Progress Report November 14, 2019
- b. Water Quality Report October 2019

c. Check Register

October 2019

d. Change Order Report

November 14, 2019

Roll call: All yes. Motion carried.

During discussion on the 50th Street Elevated Water Storage Tower Lighting, James Deeds from KCL Engineering suggested that lights can be dimmable and can be turned off for a portion of the night. Tom Hadden stated the City of West Des Moines would be interested in the process and was asked what the City might be willing to contribute. The Board has directed staff to submit the pre-application to the City and requested the General Manager to follow-up with Tom Hadden on the City's potential contribution.

The Customer and Community Relations Committee, Finance and Audit Committee, Operations Committee, Personnel and Compensation Committee, Planning / Regionalization Committee and Central Iowa Regional Drinking Water Commission representative gave no report.

The General Manager reported on regionalization related studies and evaluations, and updated the Board on the construction of the Administration Office. She also reminded the Board about the Public Meeting regarding the Ashworth Water Main Replacement project that will be held at 6:30 p.m. tonight, Monday, November 18th, 2019.

The Finance Manager and Treasurer, Water Production Manager, Water Distribution Manager, Engineering Project Manager, Business Relations Manager, AFL-CIO Local 3861 Chapter President, and City of West Des Moines Liaison gave no report.

The Board discussed changing the night of the regular meetings from the 3rd Monday of each month to the 3rd Wednesday of each month for Calendar Year 2020. The General Manager will follow up with the City of West Des Moines on potentially changing the night for WW Board meetings.

Moved by Brennan, seconded by Smith to adjourn at 5:17 PM.

Roll call: All yes. Motion carried.

Brian Rickert
Chair

Attest:

Christina Murphy
Secretary

These Minutes are a draft. If corrections or additions are made the corrected minutes will be published after approval at the December 16, 2019 meeting.