

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

May 19, 2021

The regular meeting of The Board of Trustees of the West Des Moines Water Works was called to order by Chair Scott Brennan at 4:02 PM on Wednesday, May 19, 2021. The meeting was held at the West Des Moines Water Works, 1505 Railroad Avenue, A.C. Ward Water Treatment Plant Conference Room. All Trustees, Jody Smith, Erin Sheriff, Gretchen Tegeler, and Mary Thomsen were present. Also present were staff members Christina Murphy, General Manager; Josh Heggen, Business Relations Manager (by phone); Pat Mullenbach, Finance Manager and Treasurer (by phone); William Mabuice, Engineering Project Manager (by phone); Mitch Pinkerton, Water Production Manager (by phone); and Mark Hanasz, Water Distribution Manager (by phone). The City of West Des Moines' City Manager, Tom Hadden, attended (by phone) on behalf of the West Des Moines City Council as liaison to the Board.

Due to social-distancing requirements enacted as a result of the COVID-19 pandemic, the Board Meeting was available via conference call and the web to members of the public.

Moved by Thomsen, seconded by Tegeler that the agenda be approved.
Roll call: All yes. Motion approved.

No one came forward during the Citizen Forum.

Moved by Tegeler, seconded by Thomsen to receive and file the Monthly Financial Report for April 2021.
Roll call: All yes. Motion approved.

Moved by Smith, seconded by Tegeler to approve the following motions and resolutions on the Consent Agenda:

- a. Approving Minutes of the Regular Meeting of April 21, 2021;
- b. Approving Water Supply Service Agreement for Des Moines University – Booneville Main;
- c. Approving Water Supply Service Agreement for City of Clive – Buffalo Road Emergency Connection;
- d. Approving Water Supply Service Agreement for The Preserve Estates Plat 2;
- e. Approving Water Supply Service Agreement for The Oaks on Grand;
- f. Accepting Completed Improvements: 2020 EP True Water Main Extension – 88th Street to 1,600 feet West (Project No. 00800-170-20010); and
- g. Accepting Permanent Public Easement and Right-of-Way for Water Main – 88th Street Lofts – 520 88th Street.

Roll call: All yes. Motions approved and Resolutions adopted.

Moved by Smith, seconded by Tegeler to concur with the recommendation of the Customer and Community Relations Committee and adopt the resolution titled "Approving 28E Agreement between the City of Clive, Iowa, and the West Des Moines Water Works for the Buffalo Road Emergency Water Connection."

Roll call: All yes. Resolution adopted.

Moved by Tegeler, seconded by Sheriff to concur with the recommendation of the staff and approve the motion titled "Approving Amendment No. 3 to the Professional Services Agreement with HR Green – Ashworth Road Water Main Replacement – Segment 1."

Roll call: All yes. Motion approved.

Moved by Thomsen, seconded by Tegeler to concur with the recommendation of the staff and approve the motion titled "Approving a Memorandum of Understanding with the City of West Des Moines, the Board of Trustees of the Des Moines Water Works and the Board of Trustees of West Des Moines Water Works regarding the Two New Data Centers."

Roll call: All yes. Motion approved.

Moved by Smith, seconded by Tegeler to concur with the recommendation of the staff and adopt the resolution titled "Authorizing the Redemption of Outstanding Water Revenue Bonds, Series 2012, dated October 23, 2012."

Roll call: All yes. Resolution adopted.

Moved by Thomsen, seconded by Sheriff to concur with the recommendation of the staff and approve the motion titled "Approving a Quote from Municipal Pipe Services for Line Stops at 17th Street and Iowanola Avenue – Ashworth Road Water Main Replacement – Segment 1: 20th Street to 11th Street Project."

Roll call: All yes. Motion approved.

Moved by Tegeler, seconded by Thomsen to pay the bills in the amount of \$891,977.78, including non-construction bills in the amount of \$597,642.40 and construction bills in the amount of \$294,335.38.

Roll call: All yes. Motion approved.

Moved by Smith, seconded by Sheriff to receive and file the following items:

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| a. | Project Progress Report | May 12, 2021 |
| | 1. Meter Replacement Program Update | May 2021 |
| b. | Water Quality Report | April 2021 |
| c. | Check Register | April 2021 |
| d. | Change Order Report | May 12, 2021 |
| e. | Consumer Confidence Report | 2020 Report |

Roll call: All yes. Motion approved.

The Customer and Community Relations Committee, Finance and Audit Committee, Operations Committee, Personnel and Compensation Committee, and Planning / Regionalization Committee gave no report.

The General Manager (GM) reported on new CDC guidance regarding masking and social distancing.

The GM provided an update on the continuing work on an agreement with Microsoft.

The Finance Manager and Treasurer reported that the 2020 Audit was finalized today.

The Finance Manager and Treasurer also stated that open enrollment for insurance will begin soon.

The Water Production Manager provided an update on the automatic transfer switch module replacement.

The Water Distribution Manager reported that butterfly valves need to be replaced and once budgeting for next year begins, this project will be included.

The Engineering Project Manager provided an update on the water main replacement projects.

The Business Relations Manager stated that all employees returned to working from the office on May 17th.

The Liaison to the City of West Des Moines, City Manager Tom Hadden, gave no report.

Moved by Smith, seconded by Tegeler to enter into Closed Session, at the advice of legal counsel, pursuant to Iowa Code Chapter 388.9(1).
Roll call: All yes. Motion approved.

Entered into closed session at 4:50 PM.

Moved by Smith, seconded by Sheriff to adjourn Closed Session.
Roll call: All yes. Motion approved.

Closed session was adjourned at 5:18 PM.

Moved by Thomsen, seconded by Sheriff to adjourn at 5:19 PM.
Roll call: All yes. Motion approved.

Scott Brennan
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 June 16, 2021 meeting.