



West Des Moines
Water Works
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MUNICIPAL WATER UTILITY –
BOARD OF TRUSTEES

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WEST DES MOINES WATER WORKS
THE BOARD OF TRUSTEES
Regular Meeting – July 21, 2021

A. C. Ward Municipal Water Treatment Plant
1505 Railroad Avenue – Conference Room
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 June 16, 2021
 - b. Motion – Approving the Water Supply Service Agreement for Fox Ridge Plat 1
 - c. Motion – Approving the Water Supply Service Agreement for West Glen Village North
 - d. Resolution – Accepting Permanent Public Easement and Right-of-Way for Water Main – Jordan West Plat 3, Lot 4
 - e. Resolution – Accepting Permanent Public Easement and Right-of-Way for Water Main – The Oaks on Grand
 - f. Resolution – Accepting Permanent Public Easement and Right-of-Way for Water Main – West Grand Industrial Acres Plat 2
 - g. Resolution – Accepting Permanent Public Easement and Right-of-Way for Water Main – West Ginger Plat 1 – Easement 18906
 - h. Resolution – Accepting Permanent Public Easement and Right-of-Way for Water Main – West Ginger Plat 1 – Easement 18905

5. Recommendations from Committees

a. Personnel and Compensation

1. Motion – Approving Changes to Section 9 of the Employee Handbook Regarding Parental Leave and Change to Bereavement Leave

6. Recommendations from Staff

- a. Motion – Approving and Authorizing Execution of Amendment No. 4 to the February 15, 2017, Professional Services Agreement with HR Green for Ashworth Road Water Main Replacement – Valley West Drive to 8th Street
- b. Motion – Approving a Memorandum of Understanding and Agreement, LP Moon Pumping Station, Addition of a 4th Pump to Clive-Waukee-WDMWW Side of the Station

7. Construction Project Actions - None

8. Motions to Pay Bills \$1,081,496.88

- | | | |
|----|--|--------------|
| a. | Non-Construction Bills | \$766,293.22 |
| b. | Construction Bills | \$315,203.66 |
| | Central Tank Coating | \$5,325.00 |
| | Aerator Painting Project – Retainage (to be paid in 30 days) | |
| | Civil Design Advantage LLC | \$778.00 |
| | EP True Water Main Project – Pay Request #7 | |
| | Dixon Engineering & Inspection Services | \$2,200.00 |
| | Stilwell Tower Painting Project – Pay Request #3 | |
| | Fox Engineering | \$20,250.00 |
| | Needs Assessment – Facility Plan – Pay Request #4 | |
| | Synergy Contracting, LLC | \$197,734.46 |
| | Ashworth Road WMR – 20 th to 11 th St. – Payment #3 | |
| | Synergy Contracting, LLC | \$88,916.20 |
| | EP True Water Main Project – 7 th St. to S. 32 nd Ct. – Payment #3 | |

9. Motions to Receive, File and/or Refer

- | | | |
|----|-------------------------|---------------|
| a. | Project Progress Report | July 15, 2021 |
| b. | Water Quality Report | June 2021 |
| c. | Check Register | June 2021 |
| d. | Change Order Report | July 15, 2021 |

- 10. A.C. Ward Needs Assessment and Facility Plan Presentation – Fox Engineering**

- 11. Information Report**
 - a. Board of Trustees Standing Committees
 1. Customer and Community Relations – Mary Thomsen, Chair; Erin Sheriff
 2. Finance and Audit – Gretchen Tegeler, Chair; Jody Smith
 3. Operations – Erin Sheriff, Chair; Mary Thomsen
 4. Personnel and Compensation – Scott Brennan, Chair; Gretchen Tegeler
 5. Planning/Regionalization – Jody Smith, Chair; Scott Brennan
 - b. General Manager – Christina Murphy
 - c. Finance Manager and Treasurer – Pat Mullenbach
 - 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 of West Des Moines Liaison

- 12. Executive Session**
 - a. Motion – Proposed Closed Session – *Section 388.9(1), Code of Iowa, allows a closed session to discuss marketing and pricing strategies and proprietary information that may impact its competitive position by public disclosure not required of potential or actual competitors related to ongoing negotiations over creating an integrated regional water authority. Vote to go into closed session to discuss regionalization.*

- 13. 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.
