



WEST DES MOINES WATER WORKS BOARD OF TRUSTEES MEETING COMMUNICATION

DATE: July 20, 2022

ITEM:

4. Consent Agenda
 - a. Motion – Approving Minutes of the Regular Meeting of June 15, 2022

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: Lindsay Harding

Approved for Content by: Clara Murphy

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

June 15, 2022

The regular meeting of The Board of Trustees of the West Des Moines Water Works was called to order by Vice Chair Gretchen Tegeler at 4:07 PM on Wednesday, June 15, 2022. The meeting was held at the West Des Moines Water Works, 1505 Railroad Avenue, A.C. Ward Water Treatment Plant Conference Room. Trustees Jody Smith, Erin Sheriff, and Mary Thomsen were present in person and Chair Scott Brennan via GoTo meeting. 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; Mark Hanasz, Water Distribution Manager; and Vincent White, Engineering Technician and AFL-CIO Local 3861 Chapter President. The City of West Des Moines' City Manager, Tom Hadden, attended virtually on behalf of the West Des Moines City Council as liaison to the Board.

Other Attendees: Amy Beattie of Brick Gentry and Jamie Buel of enQ Strategies

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

Roll call: All yes. Motion approved.

No one came forward during the Citizen Forum.

Moved by Smith, seconded by Thomsen to receive and file the Monthly Financial Report for May 2022.

Roll call: All yes. Motion approved.

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

- a. Motion – Approving Minutes of the Regular Meeting of May 18, 2022
- b. Motion – Approving the Water Supply Service Agreement for Stonewood Plat 1
- c. Motion – Approving the Water Supply Service Agreement for Fox Ridge Plat 2
- d. Motion – Approving the Water Supply Service Agreement for Fox Ridge Plat 3
- e. Resolution – Accepting Completed Improvements: Adams Street Water Main Extension – Veterans Parkway to SE Orilla Road (Water Works Projects No. 00800-170-21023)
- f. Resolution – Accepting Permanent Public Easement and Right-of-Way for Water Main – Tommy Car Wash
- g. Resolution – Accepting Permanent Public Easement and Right-of-Way for Water Main – Dowling Bus Facility
- h. Resolution – Accepting Permanent Public Easement and Right-of-Way for Water Main – Farmers State Bank
- i. Resolution – Accepting Easements – Ashworth Road Water Main Replacement Project – Segment 2 – West Des Moines Water Works Project 00800-170-21021
 1. 909 Ashworth Road – Lodge of Ashworth (Temporary Construction)
 2. 1015 Ashworth Road – Lodge of Ashworth (Temporary Construction)
 3. 3105 Ashworth Road – Smith (Temporary Construction and Permanent Public Easement and Right-of-Way for Water Main

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

Moved by Thomsen, seconded by Smith to concur with the recommendation of the Finance and Audit committee and approve the motion titled "Receive, File, and Distribute the Independent Auditor's Report of Financial Statements for the Year Ended December 31, 2021".

Roll call: All yes. Motion approved.

Moved by Smith, seconded by Sheriff to concur with the recommendation of the Customer and Community Relations committee and approve the motion titled "Denying a Request to Waive or Reduce Fees Associated with Connection to West Des Moines Water Works for 4373 SE Orilla Road".

Roll call: All yes. Motion approved.

Moved by Thomsen, seconded by Brennan to concur with the recommendation of the staff and approve that the motion titled "Approving Option 2 of the Monthly Health and Dental Insurance Premiums, Effective July 1, 2022 through June 30, 2023".

Roll call: Tegeler, No; Brennan, Smith, Sheriff, and Thomsen, Yes. Motion approved.

Chair, Scott Brennan left the meeting at 4:48pm.

During this time Mr. Thomas (4373 SE Orilla Rd) who arrived late at 4:35pm made an interjection to discuss item 5.b.1 that had already been voted on. He shared that he is not wanting to pay the fees that are required for the connection and that he needs clean water. The Board was very understanding but it was made clear that WDMWW cannot make these kinds of accommodations.

The Chair announced that this is the time and place for a public hearing to consider certain public improvements described in general as the 2022 Aerator Painting – A.C. Ward Municipal Treatment Plant – West Des Moines Water Works (Water Works Project No. 00800-170-20004) as found in your meeting packet. 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 Smith, seconded by Sheriff that the resolution titled "Adopting Plans, Specifications, Addenda, Form of Contract & Estimate of Costs" be adopted for 2022 Aerator Painting – A.C. Ward Treatment Plant

Roll call: Thomsen – yes, Smith – yes, Sheriff – yes, Tegeler – yes, Brennan - absent.
Resolution adopted.

Moved by Smith, seconded by Sheriff that the resolution titled "Making Award of Contract" for 2022 Aerator Painting – A.C. Ward Treatment Plant.

Roll call: Thomsen – yes, Smith – yes, Sheriff – yes, Tegeler – yes, Brennan - absent.
Resolution adopted.

Moved by Smith, seconded by Thomsen that the resolution titled “Ordering Construction of Certain Public Improvements and Fixing the Date, Time and Place for a Public Hearing Thereon and for Taking of Bids Therefore (Bids 2:00 P.M. July 7, 2022; Public Hearing: 4:05 P.M., July 20, 2022 be adopted for Ashworth Road Water Main Replacement – Segment 2: Valley West Drive.

Roll call: Thomsen – yes, Smith – yes, Sheriff – yes, Tegeler – yes, Brennan - absent.
Resolution adopted.

Moved by Smith, seconded by Sheriff to concur with and approve the Motion titled “Approving Change Order #2 – Adams Street Elevated Water Storage Tank”.

Roll call: Thomsen – yes, Smith – yes, Sheriff – yes, Tegeler – yes, Brennan - absent.
Motion approved.

Moved by Thomsen, seconded by Sheriff to pay the bills in the amount of \$1,202,354.88 including non-construction bills in the amount of \$449,572.90 and construction bills in the amount of \$752,781.98.

Roll call: Thomsen – yes, Smith – yes, Sheriff – yes, Tegeler – yes, Brennan - absent.
Motion approved.

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

- | | | |
|----|-------------------------|--------------|
| a. | Project Progress Report | June 9, 2022 |
| b. | Water Quality Report | May 2022 |
| c. | Check Register | May 2022 |
| d. | Change Order Report | June 9, 2022 |

Roll call: Thomsen – yes, Smith – yes, Sheriff – yes, Tegeler – yes, Brennan - absent.
Motion approved.

The Customer and Community Relations Committee, The Finance and Audit Committee, and The Operations Committee gave no report.

The Personnel and Compensation Committee is hoping to start interviews next week for the open distribution position.

The Planning / Regionalization Committee shared they met with legal counsel and Urbandale Reps to review the 28E. Concerns from smaller communities arose about the executive committee and if they don't have a seat, are worried they may not be represented.

The General Manager (GM) shared an update on regionalization and is planning to hold joint meetings with Urbandale and DMWW GMs for employees to help better understand and awareness of CIWW. The GM shared that a meeting was held with Fox Creek and future meetings for discussions are in the works. The GM shared and gave information on the Saylorville expansion plan. Two options were reviewed with two different price points, and they are wanting some feedback in hopes to move forward soon. Lastly, the GM shared that the EPA issued new health advisories for 4 compounds of PFAS and decreased the allowable amount in drinking water.

The Finance Manager and Treasurer gave no report.

The Water Production Manager reported that the Stillwell tower is back online.

The Water Distribution Manager, The Engineering Project Manager, The Business Relations Manager, The AFL-CIO Local 3861 Chapter President, and The Liaison to the City of West Des Moines, City Manager Tom Hadden gave no reports.

Moved by Thomsen, seconded by Sheriff to enter into Closed Session pursuant to Iowa Code Chapter 388.9(1).

Roll call: Thomsen – yes, Smith – yes, Sheriff – yes, Tegeler – yes, Brennan - absent.

Motion carried

Entered into closed session at 5:50 PM.

Moved by Smith seconded by Thomsen to adjourn Closed Session.

Roll call: Thomsen – yes, Smith – yes, Sheriff – yes, Tegeler – yes, Brennan - absent.

Motion carried.

Closed session was adjourned at 5:59 PM.

Moved by Smith, seconded by Thomsen to concur with and approve the Motion titled “Authorizing General Manager to Take Action as Directed by the Board of Trustees”.

Roll call: Thomsen – yes, Smith – yes, Sheriff – yes, Tegeler – yes, Brennan - absent.

Motion approved.

Moved by Thomsen, seconded by Sheriff to adjourn at 5:59 PM.

Roll call: Thomsen – yes, Smith – yes, Sheriff – yes, Tegeler – yes, Brennan - absent.

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 July 20, 2022 meeting.