



West Des Moines
Water Works
www.wdmww.com

MUNICIPAL WATER UTILITY –
BOARD OF TRUSTEES

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Water WEST DES MOINES WATER WORKS THE BOARD OF TRUSTEES

Regular Meeting – September 21, 2022

A. C. Ward Municipal Water Treatment Plant
1505 Railroad Avenue – Conference Room
4:00 pm

Public access to this meeting will be available in person or through the below link and/or phone number.

Please join the meeting from your computer, tablet, or smartphone.

<https://meet.goto.com/855157261>

You can also dial in using your phone.

United States: +1 (571) 317-3112

Access Code: 855-157-261

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 August 17, 2022
- b. Motion – Accepting Permanent Public Easement and Right-of-Way for Water Main – Polo Club
- c. Motion – Accepting Permanent Public Easement and Right-of-Way for Water Main – R2 Financial
- d. Motion – Accepting Permanent Public Easement and Right-of-Way for Water Main – West Glen Village North – Easement 1
- e. Motion – Accepting Permanent Public Easement and Right-of-Way for Water Main – West Glen Village North – Easement 2

- f. Motion – Accepting Permanent Public Easement and Right-of-Way for Water Main – Village of Ponderosa Building “F” – 545 Market Street.
- g. Motion – Accepting Permanent Public Easement and Right-of-Way for Water Main – Village of Ponderosa Bldg. “G” – 565 Market Street
 - 1. Easement 1&2 – LENL, LLC
 - 2. Easement 3 – Village of Ponderosa Master Owners.
- h. Motion – Accepting Permanent Public Easement and Right-of-Way for Water Main – West Bank (4 easements)

5. Recommendations from Committees

- a. Finance and Audit
 - 1. Public Hearing – Budget Amendment No.2 for 2022
 - 2. Resolution – Adopting a Budget Amendment No.2 for 2022
- b. Personnel and Compensation
 - 1. Motion – Ratifying the Job Description for Accountant

6. Recommendations from Staff

- a. Resolution – Setting a Notice of Public Hearing on the Proposal to Vacate Public Water Main Easement in Lot 1, Ginger East Plat 1, City of West Des Moines, Polk County, Iowa
- b. Resolution – Revising Miscellaneous Fees, Charges and Rates
- c. Motion – Accept Price Quotation and Authorize Replacement of Concrete Drive and Sidewalk
- d. Motion – Approving a Professional Service Agreement with Dixon Engineering – 39th Pump Station
- e. Motion – Approving a Professional Service Agreement with Dixon Engineering – West Aerator
- f. Motion – Approving Amendment No. 5 to the Professional Services Agreement with HR Green – Ashworth Road Water Main Replacement Project
- g. Resolution – Approving a Release of Water Main Installation Obligation by Des Moines University Contingent on the Relocation of Booneville Road

7. Construction Project Actions

- a. 2022 EP True Water Main Extension – Napoli Avenue to Wendover Lane (Water Works Project No. 00800-120-22003)
 - 1. Resolution – 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. October 6, 2022; Public Hearing: 4:05 P.M., October 19, 2022)

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|------------|---|------------------------|
| 8. | Motions to Pay Bills | \$ 1,985,469.52 |
| | a. Non-Construction Bills | \$ 1,504,163.56 |
| | b. Construction Bills | \$ 481,305.96 |
| | Civil Design Advantage LLC | |
| | EP True Pkwy Main Project – Phase 2 | \$ 907.50 |
| | Fox Strand | |
| | MCCI Relocate/Transfer Switch/Generator | \$ 15,844.00 |
| | Landmark Structures | |
| | South Area Elevated Water Storage Tower - #5 | \$ 455,069.00 |
| | Team Services | |
| | Prof. Services-South Area Elevated Water Tower | \$ 1,421.08 |
| | Veenstra & Kimm Inc. | |
| | Engineering Services-South Area Elevated Storage Water Tower | \$ 8,064.38 |
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| 9. | Motions to Receive, File and/or Refer | |
| | a. Project Progress Report | September 14, 2022 |
| | b. Water Quality Report | August 2022 |
| | c. Check Register | August 2022 |
| | d. Change Order Report | September 14, 2022 |
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| 10. | 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 | |
| | 1. Discussion – South Branch Business Park | |
| | 2. FY 23 Budget Timelines | |
| | 3. Regionalization Discussions Update | |
| | 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 | |
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| 11. | 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.
