



West Des Moines  
**Water Works**  
www.wdmww.com

MUNICIPAL WATER UTILITY –  
BOARD OF TRUSTEES

GENERAL OFFICE  
515.222.3510

CUSTOMER SERVICE  
515.222.3460  
515.222.3378 – FAX

WATER TREATMENT AND  
DISTRIBUTION  
515.222.3465  
515.222.3469 – FAX

1505 Railroad Avenue  
West Des Moines, Iowa 50265

TTD/TTY 515.222.3334

EMAIL:  
waterworks@wdmww.com

**WEST DES MOINES WATER WORKS  
THE BOARD OF TRUSTEES**  
Regular Meeting – December 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/876601477>

You can also dial in using your phone.  
United States: +1 (224) 501-3412  
Access Code: 876-601-477

**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 November 16, 2022
  - b. Motion – Approving Minutes of the Special Meeting of December 5, 2022
  - c. Motion – Approving Customer Service Schedule 2023
  - d. Resolution – Approving a Resolution Naming Depositories
  - e. Motion – Approving Water Supply Service Agreement for Kum & Go 0098 Plat 1
  - f. Resolution – Accepting Permanent Public Easement and Right-of-Way for Water Main – South Branch Business Park Lot 1
  - g. Resolution – Accepting Permanent Public Easement and Right-of-Way for Water Main – Regency Woods Building 5

- h. Resolution – Accepting Permanent Public Easement and Right-of-Way for Water Main – 1710 Grand Ave.
  - 1. On-Site Easement
  - 2. Off-Site Easement
- i. Resolution – Accepting Permanent Public Easement and Right-of-Way for Water Main – Ashworth Road Water Main Replacement Project – Segment 3 – West Des Moines Water Works Project 00800-170-21021
  - 1. 2301 Ashworth Road
  - 2. 2925 Ashworth Road
  - 3. 3001 Ashworth Road
- j. Resolution – Accepting Completed Developer Improvements – Banks Landing Plat 1
- k. Resolution – Accepting Completed Developer Improvements – Timber Knoll at the Preserve Plat 2

**5. Recommendations from Committees**

- a. Personnel and Compensation
  - 1. Motion – Approving a Compensation Package for the General Manager
  - 2. Motion – Approving a Retention Proposal for West Des Moines Water Works Employees
  - 3. Resolution – A Resolution Establishing Compensation for Calendar Year 2023 for Employees and Trustees of West Des Moines Water Works

**6. Recommendations from Staff**

- a. Resolution – Amending the Underground Electric Easement to MidAmerican Energy for the Adams Street Elevated Water Storage Tank
- b. Motion – Receive and File Bids Received for Brass Goods
- c. Motion – Awarding Contracts to Brass Goods Suppliers
- d. Motion – Receive and File Bids Received for Water Chemicals Suppliers West Des Moines Water Works
- e. Motion – Approving Contracts to Water Treatment Chemicals Suppliers
- f. Motion – Approving Minor Updates to the Section 10 of the Employee Handbook – Personal Clothing and Safety Equipment

**7. Construction Project Actions**

- a. Motor Control Center, Automatic Transfer Switch, and Generator Controls Improvements (Water Works Project No. 00800-120-22014)
  - 1. Public Hearing – Continue to January 25, 2023
- b. Motion – Approving Change Order #3 – Ashworth Road Water Main Replacement – Segment 2

<b>8.</b>	<b>Motions to Pay Bills</b>	<b>\$ 1,419,441.95</b>
a.	Non-Construction Bills	\$ 768,109.31
b.	Construction Bills	\$ 651,332.64
	Fox Strand	
	MCCI Relocate/Transfer Switch/Generator Controls	\$ 14,446.00
	Morgan Painting LLC	
	39 <sup>th</sup> Street Reservoir Pay Request #1	\$ 94,468.50
	Landmark Structures	
	South Area Water Tower-Adams St-Pay Rqst #9	\$ 50,725.25
	Priority Excavating	
	EP True Water Main Extension-Napoli Ave to Wendover Ln Pay Request #1	\$ 56,240.00
	Synergy Contracting LLC	
	Ashworth Rd Water Main Replacement- Pay Request #4 & #5	\$ 427,738.45
	Teams Services	
	50th & Mills Civic Pkwy & Ashworth Rd-Segment 2	\$ 2,776.69
	Veenstra & Kimm Inc.	
	South Area Water Tower-Adams St	\$ 4,937.75

<b>9.</b>	<b>Motions to Receive, File and/or Refer</b>	
a.	Project Progress Report	December 21, 2022
b.	Water Quality Report	November 2022
c.	Check Register	November 2022
d.	Change Order Report	December 21, 2022

- 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
  - 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

**11. Board of Trustees**

- a. Discussion – 2023 Chair, Vice Chair, and Committee Appointments

**12. 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.

---