

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

August 17, 2022

The regular meeting of The Board of Trustees of the West Des Moines Water Works was called to order by Chair Scott Brennan at 4:00 PM on Wednesday, August 17, 2022. The meeting was held at the West Des Moines Water Works, 1505 Railroad Avenue, A.C. Ward Water Treatment Plant Conference Room. Vice Chair Gretchen Tegeler, Trustees Jody Smith, Erin Sheriff, and Mary Thomsen were present in person. Also present were staff members 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 Engineer, Brian Hemesath, attended on behalf of the West Des Moines City Council as liaison to the Board.

Other Attendees:

Moved by Smith, 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 July 2022.

Roll call: All yes. Motion approved.

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

- a. Motion – Approving Minutes of the Regular Meeting of July 20, 2022
- b. Motion – Approving Water Supply Service Agreement for Village at Sugar Creek
- c. Motion – Accepting Permanent Public Easement and Right-of-Way for Water Main – Grace Creek Apartments
- d. Motion – Accepting Permanent Public Easement and Right-of-Way for Water Main – Cascade Apartments Phase 2
- e. Resolution – Accepting Permanent Public Easement and Right-of-Way for Water Main – Scooters
- f. Resolution – Accepting Permanent Public Easement and Right-of-Way for Water Main – South Branch Business Park

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

Moved by Tegeler, seconded by Smith to concur with the recommendation of the Finance and Audit committee and approve the resolution titled “Fixing a Date for Consideration of a Budget Amendment for Calendar Year 2022 and Fixing a Date for a Public Hearing Thereon (Public Hearing to be held at 4:00 PM, September 21, 2022 at 1505 Railroad Avenue, in West Des Moines, Iowa)”.

Roll call: All yes. Motion approved.

Moved by Smith, seconded by Sheriff to concur with the recommendation of the staff and approve the resolution titled "Revising Miscellaneous Fees, Charges and Rates".

Roll call: All yes. Motion approved.

Moved by Thomsen, seconded by Tegeler to pay the bills in the amount of \$1,485,219.17 including non-construction bills in the amount of \$708,747.69 and construction bills in the amount of \$776,471.48.

Roll call: All yes. Motion approved.

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

- |    |                         |                 |
|----|-------------------------|-----------------|
| a. | Project Progress Report | August 10, 2022 |
| b. | Water Quality Report    | July 2022       |
| c. | Check Register          | July 2022       |
| d. | Change Order Report     | August 10, 2022 |

Roll call: All yes. Motion approved.

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

The Planning / Regionalization Committee reported that the board reviewed the redlined 28E document to get to DMWW for review and hopeful to get a 2<sup>nd</sup> draft by September board meeting. Trustee Smith reported that the GMs are working on water shortage plans and operating agreements, with additional meetings in place.

The General Manager (GM) was not present and gave no report.

The Finance Manager and Treasurer reported that budgeting has started for next year and is working on investments. Trustee Tegeler had some questions that the Finance Manager will follow up on.

The Water Production Manager gave no report.

The Water Distribution Manager reported that in relation to miscellaneous fees that the price of brass has gone up significantly and there is a shortage on 2" taps that are in higher demand right now. The Board requested additional language in the miscellaneous fees to cover those costs.

The Engineering Project Manager shared updated pictures on the progress of the Adams St. Water Tower.

The Business Relations Manager reported that we have been able to receive a few extra water meters that have been difficult to obtain. He also shared the online signup for customers to receive text messages with alerts is available. Mr. Heggen also reported that Metro Waste is now handling more cart exchanges work orders. WDM Water Works is still billing.

The AFL-CIO Local 3861 Chapter President and the liaison to the City of West Des Moines gave no report.

Moved by Thomsen, seconded by Sheriff to adjourn at 4:46 PM.  
Roll call: All yes. Motion approved.

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Scott Brennan  
Chair

Attest:

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Christina Murphy  
Secretary

These Minutes are a draft. If corrections or additions are made the corrected minutes will be published after approval at the September 21, 2022 meeting.