

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

December 5, 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 4:01 PM on Wednesday, December 5, 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, Vice Chair Gretchen Tegeler, Trustees Erin Sheriff and Mary Thomsen were present in person. Also present was staff member Christina Murphy, General Manager. Present via GoTo Meetings online were Josh Heggen, Business Relations Manager; Pat Mullenbach, Finance Manager and Treasurer; William Mabuice, Engineering Project Manager; Mitch Pinkerton, Water Production Manager.

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

Roll call: All yes. Motion approved.

No one came forward during the Citizen Forum.

The Chair announced that this is the time and place fixed for a public hearing on the matter of the Budget for Calendar Year 2023. The Secretary reported that the Notice of Public Hearing was published in *The Des Moines Register* on Tuesday, November 22, 2022, and the affidavit of publication is available to file with The Board of Trustees. The Chair called for any oral objections to the Budget for Calendar Year 2023. 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 Tegeler, seconded by Smith that the resolution entitled "Adopting a Budget for Calendar Year 2023".

Roll call: All yes. Resolution adopted.

Moved by Smith, seconded by Sheriff to concur with the recommendation of the Planning and Regionalization committee and approve the motioned entitled "Receive and File Capital Project Plan Update"

Roll call: All yes. Motion approved.

Moved by Thomsen, seconded by Sheriff to concur with the recommendation of the Personnel and Compensation Committee and approve the motioned entitled "Approve Updated Job Description for Administrative Assistant – Office and Adjustment to Pay Grade 7"

Roll call: All yes. Motion approved.

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

Roll call: All yes. Motion approved.

Entered into closed session at 4:10 PM.

Moved by Smith, seconded by Thomsen to adjourn Closed Session.
Roll call: All yes. Motion approved.

Closed session was adjourned at 4:39 PM.

Move by Smith and seconded by Sheriff that the Board Chair advise Water Works staff to include, in the December 21st meeting agenda and materials for formal Board consideration, the Board of Trustees informal consensus for the 2023 compensation package for the General Manager.

Moved by Thomsen, seconded by Tegeler to adjourn at 4:42 PM.
Roll call: All yes. 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 December 21, 2022 meeting.