



West Des Moines
Water Works
www.wdmww.com

MUNICIPAL WATER UTILITY –
BOARD OF TRUSTEES

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WEST DES MOINES WATER WORKS THE BOARD OF TRUSTEES

Regular Meeting – November 15, 2023

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 below.

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

<https://meet.goto.com/193407005>

You can also dial in using your phone.

United States: +1 (646) 749-3122

Access Code: 193-407-005

AGENDA

- 1. Call to Order, Roll Call, Approval of Agenda**
 - a. Motion – Approving Agenda
- 2. Citizen Forum**
 - a. Regionalization Forum (During this time, any citizen may discuss with The Board of Trustees items related to regionalization)
 - b. 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. Adjust Water and Basic Service Charge Rates**
 - a. Public Hearing – Water and Basic Service Charge Rate Adjustments
 - b. Resolution – Approving a Resolution Adjusting Water and Basic Service Charge Rates
- 5. Consent Agenda**
 - a. Motion – Approving Minutes of the Regular Board Meeting of October 16, 2023
 - b. Motion – Approving Minutes of the Special Board Meeting of November 1, 2023

- c. Resolution – Accepting Completed Improvements – 2023 Water Main Replacement – Briar Ridge and Valley Ridge Court (Water Works Project No. 00800-170-23001)
- d. Motion – Approving the Water Supply Service Agreement for High Gate Plat 1
- e. Motion – Approving the Water Supply Service Agreement for Stagecoach Drive – 78th to 81st
- f. Resolution – Accepting Permanent Public Easement and Right-of-Way for Water Main – Kum & Go 0098 Plat 1
- g. Resolution – Accepting Permanent Public Easement and Right-of-Way for Water Main – Bridge Lot
- h. Resolution – Accepting Completed City Improvements – Booneville Road, South 100th Street to South 115th Street (City of West Des Moines Project #0510-005-2021)
- i. Resolution – Accepting Completed City Improvements – South Grand Prairie Parkway, Stagecoach to Mills Civic Parkway (City of West Des Moines Project #0510-030-2016)
- j. Resolution – Accepting Completed Developer Improvements: Woodland Estates Plat 2

6. Recommendations from Committees

- a. Finance and Audit
 - 1. Resolution – Fixing a Date for Consideration of a Budget for Calendar Year 2024 and Fixing a Date for a Public Hearing Thereon (Public Hearing to be held at 4:00 PM, December 4, 2023, at 1505 Railroad Avenue, in West Des Moines, Iowa)
- b. Personnel and Compensation
 - 1. Motion – Approving a Retention Proposal for West Des Moines Water Works Employees
 - 2. Motion – Ratifying the Hiring of Lindsey Harding as Accountant
- c. Planning/Regionalization
 - 1. Motion – Authorizing Staff to Prepare for the Board’s Consideration the Necessary Documents and Actions for Conditional Inclusion of WDMWW as a Founding Agency of Central Iowa Water Works (CIWW)

7. Recommendations from Staff

- a. Resolution – Fixing the Date, Time and Place for a Public Hearing on an Application for a State Revolving Fund (SRF) Loan and to Make Available to the Public the Contents of an Environmental Information Document and the Municipal’s Project Plan.

- b. Motion – Approving a Task Order with Fox Strand for Engineering Services for the Fuller Road Booster Station
- c. Motion – Receive and File Bids Received for Water Chemicals Suppliers West Des Moines Water Works
- d. Motion – Approving Contracts to Water Treatment Chemicals Suppliers
- e. Motion – Receive and File Bids Received for Brass Goods
- f. Motion – Awarding Contracts to Brass Goods Suppliers
- g. Motion – Approving Letter Agreement with Urbandale Water Utility Regarding Funding Reimbursements for the CIWW HDR Study

8. Construction Project Actions

- a. None

9. Motions to Pay Bills \$ 1,532,603.95

a.	Non-Construction Bills	\$ 585,978.53
b.	Construction Bills	\$ 946,625.42
	Absolute Group	
	Pay request 2 S. 11th St. water main replace	\$ 72,544.81
	Pay request 1 Grand booster station pipe mod	\$ 37,996.20
	FOX Strand	
	Phase 1 MCC1, ATS, Gen controls design	\$ 5,138.00
	ASR Well engineering	\$ 33,400.00
	GM Contracting Inc.	
	Pay request 4 Briar & Valley Ridge	\$ 20,078.69
	HR Green	
	High service pump #3 replacement	\$ 28,889.03
	Ashworth Rd Water main replacement	\$ 274.75
	Shallow Well Construction	\$ 265.00
	High Services Pump #3 Replacement	\$ 8,273.00
	J & K Contracting LLC	
	Pay Request 3 - Main Replacement	\$ 77,250.49
	J.T. Concrete Inc.	
	Center St water main replacement	\$ 6,330.60
	Landmark Structures	
	South Area Elevated WST	\$ 4,322.50
	On Track Construction LLC	
	Pay request 4 Maffitt Lake & SE 2nd St. exten.	\$ 503,083.97
	TEAM Services Inc.	
	Ashworth Rd water main phase 3	\$ 537.54
	Maffitt Lake Rd water main	\$ 456.42
	Motor control center testing	\$ 181.30

Van Maanen Electric Inc.	
Pay Request 1 - Motor Control	\$ 144,594.44
Veenstra & Kimm Inc.	
Adams St Elevated Water Storage Tank	\$ 3,008.68

10. Motions to Receive, File and/or Refer

- | | | |
|----|-------------------------|-------------------|
| a. | Project Progress Report | November 15, 2023 |
| b. | Water Quality Report | October 2023 |
| c. | Check Register | October 2023 |
| d. | Change Order Report | November 15, 2023 |

11. 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. Regionalization 28E/F Update
 - 2. Van Meter MOU Status
- 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 – Vinny White
- i. City of West Des Moines Liaison

12. Executive Session

- a. Motion – Proposed Closed Session – Section 21.5(1)i, *Code of Iowa, allows a closed session to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session.*

13. Possible Action Related to the Closed Session

14. Adjourn

If you have a disability and you would like accommodation so you can fully participate in this meeting of The Board of Trustees, we ask that you contact West Des Moines Water Works at 515-222-3465 at least 48 hours before the meeting. We are pleased to help you.
