



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 20, 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/484726605>

You can also dial in using your phone.

United States: +1 (571) 317-3122

Access Code: 484-726-605

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. Regionalization

- a. Public Hearing – Central Iowa Water Works (CIWW) 28E/F
- b. Resolution – Approving Conditional Consideration of Inclusion of WDMWW as a Founding Agency of CIWW and Conditional Authorization of the Execution of the CIWW 28E/F Agreement by WDMWW
- c. Public Hearing – Asset Transfer to CIWW
- d. Resolution – Approving Conditional Transfer of Interest in Real Property as part of Conditional Authorization of the Execution of the CIWW 28E/F Agreement by WDMWW

4. Budget for Calendar Year 2024

- a. Public Hearing – Budget for Calendar Year 2024

- b. Resolution – Adopting a Budget for Calendar Year 2024

5. Financial Report

6. Consent Agenda

- a. Motion – Approving Minutes of the Regular Board Meeting of November 15, 2023
- b. Motion – Approving Minutes of the Special Board Meeting of December 4, 2023
- c. Motion – Approving the Customer Service Schedule for 2024
- d. Resolution – Approving a Resolution Naming Depositories
- e. Resolution – Accepting Completed City Improvements – SE County Line Road – Veterans Parkway to SE Soteria Avenue (City of West Des Moines Project #0510-015-2021)
- f. Resolution – Accepting Completed City Improvements – SE County Line Road – Veterans Parkway to SE Orilla Road (City of West Des Moines Project #0510-077-2021)
- g. Resolution – Accepting Permanent Public Easement and Right-of-Way for Water Main – DEGH, LLC
- h. Resolution – Accepting Permanent Public Easement and Right-of-Way for Water Main – SBBP JV21, LLC
- i. Resolution – Accepting Amended, Restated and Substituted Permanent Public Easement and Right-of-Way for Water Main – West Bank
- j. Resolution – Accepting Amended, Restated and Substituted Permanent Public Easement and Right-of-Way for Water Main – West Bank
- k. Resolution – Accepting Completed Improvements: Adams Street Elevated Water Storage Tank (Water Works Project No. 00800-170-21021)

7. Recommendations from Committees

- a. Personnel and Compensation
 - 1. Resolution – A Resolution Establishing Compensation for Calendar Year 2024 for Employees and Trustees of West Des Moines Water Works
 - 2. Motion – Ratifying the Job Description for Principal Engineer – Water Distribution and Development
 - 3. Motion – Ratifying the Job Description for Principal Engineer – Water Production

8. Recommendations from Staff

- a. Resolution – Revising Miscellaneous Fees, Charges and Rates
- b. Motion – Approving Purchase of a GNSS Surveying System
- c. Motion – Approving Northway Well and Pump Company as the

- Well Service Provider for 2024
- d. Motion – Accepting Price Quotation and Authorizing Upgrade of Three (3) SCADA Workstations and One (1) Server Workstation
 - e. Motion – Authorizing Purchase and Installation of the Third Tower Meter Reading Equipment
 - f. Motion – Approving a Professional Services Agreement with NewCom Technologies, Inc. for GIS Professional Services
 - g. Motion – Approving Request to Purchase Replacement Service Truck and Equipment
 - h. Public Hearing –Withdrawn
 - i. Resolution – Fixing 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. (Public Hearing to be held at 4:00 PM, February 21, 2024, at 1505 Railroad Avenue, in West Des Moines, Iowa)

9. Construction Project Actions

- a. None

10. Motions to Pay Bills \$ 972,290.99

a.	Non-Construction Bills	\$ 575,963.62
b.	Construction Bills	\$ 396,327.37
	FOX Strand	
	ASR Well Design	\$ 70,140.00
	WDMWW Filter Media Addition	\$ 2,948.75
	Phase 1 - MCC1, ATS, Generator Controls	\$ 3,675.00
	J & K Contracting LLC	
	Ashworth Rd WM Seg 3 Pay App #5	\$ 15,549.60
	Landmark Structures	
	Adams Street EWST Pay App #21	\$ 2,462.40
	McClure Engineering Co.	
	S 11th St Water main Replacement	\$ 1,350.00
	On Track Construction, LLC	
	Maffit Lake Road Water Main	\$ 277,110.20
	Shive Hattery, Inc	
	Maffit Lake Road Water Main	\$ 4,789.10
	Team Services	
	2023 Water Main Contract 2	\$ 840.58
	Ashworth Rd Water Main Seg 3	\$ 207.17
	Maffit Lake Road Water Main	\$ 130.42

Motor Control Center	\$ 312.30
Van Maanen Electric Inc.	
Motor Control Center -Pay App #2	\$ 15,498.75
Veenstra & Kimm, Inc.	
Engineering services - Adams St EWST	\$ 1,313.10

11. Motions to Receive, File and/or Refer

- | | |
|----------------------------|-------------------|
| a. Project Progress Report | December 20, 2023 |
| b. Water Quality Report | November 2023 |
| c. Check Register | November 2023 |
| d. Change Order Report | December 20, 2023 |

12. 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 – Vinny White
- i. City of West Des Moines Liaison

13. Board of Trustees

- a. Motion – Electing a Chairperson
- b. Motion – Electing a Vice Chairperson
- c. Motion – Approving WDMWW Appointments to Standing Committees
- b. Motion – Approving Conditional Appointments to CIWW Board

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.
