

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

January 17, 2024

The regular meeting of The Board of Trustees of the West Des Moines Water Works was called to order by Chair Scott Brennan at 4:02 PM on Wednesday, January 17, 2024. 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 Erin Sheriff, and Ted Ohmart were present in person and Jody Smith, via online. Also present were staff members Christina Murphy, General Manager; Josh Heggen, Business Relations Manager; Pat Mullenbach, Finance Manager and Treasurer; William Mabuice, Engineering Project Manager; Mitch Pinkerton, Water Production Manager; and then Mark Hanasz, Water Distribution Manager; Vincent White, Engineering Technician and AFL-CIO Local 3861 Chapter President were present online, and the City of West Des Moines' City Engineer, Brian Hemesath.

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

Roll call: All yes. Motion approved.

No one came forward during the Citizen Forum.

Moved by Tegeler, seconded by Sheriff to receive and file the Monthly Financial Report for December 2023.

Roll call: All yes. Motion approved.

Moved by Sheriff, seconded by Tegeler to approve the following motion on the Consent Agenda:

- a. Motion – Approving Minutes of the Regular Board Meeting of December 20, 2023

Roll call: All yes. Motion approved.

Moved by Sheriff, seconded by Tegeler to concur with the recommendation from the Finance and Audit Committee and approve the resolution titled “Fixing a Date for Consideration of a Budget Amendment for Calendar Year 2024 and Fixing a Date for a Public Hearing Thereon (Public Hearing to be held at 4:00 PM, February 21, 2024, at 1505 Railroad Avenue, in West Des Moines, Iowa)”

Roll call: All yes. Resolution Adopted.

Moved by Tegeler, seconded by Sheriff to concur with the recommendation from the Personnel and Compensation Committee and approve the motion titled “Ratifying the Hiring of Lyle Hammes as Principal Engineer – Water Production”.

Roll call: All yes. Motion Approved.

Moved by Sheriff, seconded by Tegeler to concur with the recommendation from staff and approve the motion titled “Approving a Proposal from Woodruff Construction for Plant Media Addition at the A.C. Ward Municipal Water Treatment Plant”.

Roll call: All yes. Motion Approved.

Moved by Tegeler, seconded by Sheriff to pay the bills in the amount of \$1,033,139.74 including non-construction bills in the amount of \$595,673.25 and construction bills in the amount of \$437,466.49.

Roll call: All yes. Motion approved.

Moved by Sheriff, seconded by Tegeler to receive and file the following items:

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| a. | Project Progress Report | January 17, 2024 |
| b. | Water Quality Report | December 2023 |
| c. | Check Register | December 2023 |
| d. | Change Order Report | January 17, 2024 |

Roll call: All yes. Motion approved.

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

The Planning / Regionalization Committee reported that there are 12 entities for CIWW with 10 cities having signed and two more scheduled for February.

The General Manager (GM) gave a reminder about the details of the employee recognition dinner on February 3rd. She also provided an update on the PFAS class action lawsuit and shared a letter that was received from the City of Van Meter.

The Finance Manager and Treasurer mentioned that the audit will be starting soon and they are busy finishing up year end reports and all the necessary tax documents for employees and vendors.

The Water Production Manager gave no report.

The Water Distribution Manager reported on some of the water main break and related equipment challenges due to the extreme cold temperatures.

The Engineering Project Manager gave no report.

The Business Relations Manager reported there have been 21 frozen meters this month due to the extreme weather conditions.

The AFL-CIO Local 3861 Chapter President gave no report.

The Liaison to the City of West Des Moines, City Engineer, Brian Hemesath gave no report.

Moved by Sheriff, seconded by Tegeler to adjourn at 4:59 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 February 21, 2024 meeting.