



West Des Moines  
**Water Works**  
www.wdmww.com

MUNICIPAL WATER UTILITY –  
BOARD OF TRUSTEES

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WATER TREATMENT AND  
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## WEST DES MOINES WATER WORKS THE BOARD OF TRUSTEES

Regular Meeting – January 15, 2025

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.

### [Launch Meeting - Zoom](#)

Meeting ID: 814 9395 5503

Passcode: 233371

United States: +1 (646) 931-3860

## 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. Financial Report**
- 4. Consent Agenda**
  - a. Motion – Approving Minutes of the Regular Board Meeting of December 16, 2024
- 5. Recommendations from Committees**
  - a. Finance and Audit
    1. Resolution – Fixing a Date for Consideration of a Budget Amendment for Calendar Year 2025 and Fixing a Date for a Public Hearing Thereon (Public Hearing to be held at 4:00 PM, February 19, 2025, at 1505 Railroad Avenue, in West Des Moines, Iowa)
  - b. Personnel and Compensation
    1. Motion – Approving Updates to the West Des Moines Water Works Employee Handbook

- c. Operations
  - 1. Resolution – Revising the Rules for Processing Construction Change Orders

**6. Recommendations from Staff**

- a. West Des Moines Water Works Distribution Shop
  - 1. Resolution – Approving Agreement Between the City of West Des Moines And West Des Moines Water Works for the Transfer of Land Associated with the West Des Moines Water Works Distribution Shop
  - 2. Resolution – Approving License Agreement for the West Des Moines Water Works Distribution Shop
- b. Motion – Approval of Water Service Agreement for 9940 Mills Civic Parkway

**7. Construction Project Actions**

- a. West Des Moines Water Works Distribution Shop (Water Works Project No. 00800-170-24006)
  - 1. Resolution – Ordering Construction of Certain Public Improvements and Fixing the Date, Time and Place for a Public Hearing Thereon and for Taking of Bids Therefore (Bids 2:00 P.M. March 6, 2025; Public Hearing: 4:05 P.M., March 24, 2025)

**8. Motions to Pay Bills**

<b>8.</b>	<b>Motions to Pay Bills</b>	<b>\$ 1,894,428.90</b>
a.	Non-Construction Bills	\$ 1,327,409.35
b.	Construction Bills	\$ 567,019.55
	HR Green	
	High Service Pump #3 Replacement	\$ 6,025.00
	I & S Group, Inc.	
	Distribution Shop Design	\$ 12,500.00
	Layne Christensen Company	
	Pay App 5 - ASR Bid Pkg 1 Well Construction	\$ 398,696.00
	Strand Associates, Inc.	
	Phase 1-MCC1, ATS, Generator Controls	\$ 3,853.50
	ASR Well Design	\$ 16,789.81
	Van Maanen Electric Inc.	
	Pay App 14 - MCC1	\$ 129,155.24

**9. Motions to Receive, File and/or Refer**

- a. Project Progress Report January 15, 2025
- b. Water Quality Report December 2024
- c. Check Register December 2024
- d. Change Order Report January 15, 2025
- e. Central Iowa Water Works Board Meeting Highlights December 2024

**10. Information Report**

- a. Board of Trustees Standing Committees
  - 1. Customer & Community Relations – Ted Ohmart, Chair; Heather Schebel
  - 2. Finance & Audit – Erin Sheriff, Chair, Jody Smith
  - 3. Operations – Heather Schebel, Chair; Ted Ohmart
  - 4. Personnel & Compensation – Scott Brennan, Chair; Erin Sheriff
  - 5. Planning/Regionalization – Jody Smith, Chair; Scott Brennan
- b. General Manager – Christina Murphy
- c. Finance Manager and Treasurer – Matthew Probasco
- d. Superintendent – Lyle Hammes
- e. Water Production Manager – Vacant
- f. Water Distribution Manager – Mark Hanasz
- g. Principal Engineer – Distribution & Development – William Mabuice
- h. Principal Engineer – Water Production – Vacant
- i. Business Relations Manager – Josh Heggen
- j. AFL-CIO Local 3861 Chapter President – Vincent White
- k. City of West Des Moines Liaison

**11. Adjourn**

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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.

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