

**MINUTES OF CALLED MEETING OF THE BOARD OF WATER WORKS TRUSTEES  
PURSUANT TO NOTICE  
Tuesday, February 22, 2022**

Present (or Participating by Video or Audio Conference Link):

Board Members: Chairperson Mr. Graham Gillette, presiding; Mr. Joel Aschbrenner, Ms. Andrea Bolton, Ms. Susan Huppert, and Ms. Diane Munns

Staff members: Rachel Brown, Pat Bruner, Nathan Casey, Ted Corrigan, Kyle Danley, Doug Garnett, Donna Heckman, Amy Kahler, Mike McCurnin, Jenny Puffer, Laura Sarcone, Jennifer Terry, and Michelle Watson

Also in attendance: John Lande and Rick Malm (legal counsel), and Melissa Walker (MW Media Consultants, LLC)

Mr. Gillette called the meeting to order at 3:30 p.m.

Consent Agenda

A motion was made by Ms. Munns, seconded by Ms. Huppert, to approve Consent Items A, B, C, D, E, F, and G (Approval of Minutes, January 25, 2022, Board of Water Works Trustees Meeting; Minutes, February 1, 2022, Board of Water Works Trustees Meeting; Minutes, February 3, 2022, Board of Water Works Trustees Meeting; Minutes, February 8, 2022, Board of Water Works Trustees Meeting; Receipt and filing of the financial statements for audit purposes; Approval of Payments for January 2022; Approval of Summary of CEO-Approved Expenditures in Excess of \$20,000; Approval of Reserve Funds Investments Policy; Approval of Depositories for Des Moines Water Works Funds; and Approval of March 22, 2022, as the next meeting of the Board of Water Works Trustees). Upon roll-call vote, the motion was adopted, with each member of the Board voting in favor of the motion.

Public Comment Period

No comments were received from the public.

Receive and File Draft Central Iowa Water Works 28E/28F Agreement

In December 2021, the Board passed a resolution in support of developing a cooperative agreement for a regional water supply entity and beginning a public education and input process. Des Moines Water Works staff and legal counsel have developed the draft Chapter 28E/28F Agreement to serve as a starting point for discussions with other metro water agencies. This Agreement, when complete, will support the creation of Central Iowa Water Works as an overarching, cooperative entity which will ensure equitable access to drinking water for all in the Des Moines metro area.

A motion was made by Mr. Aschbrenner, and seconded by Ms. Boulton, to receive and file the draft Central Iowa Water Works 28E/28F Agreement. Upon roll-call vote, the motion was adopted, with each member of the Board voting in favor of the motion.

Request Authorization to Solicit Bids for 2022 Tank Painting – Tenny Standpipe and Runnells Water Tower and Establish the Date of Public Hearing as the Date of the April 2022 Board Meeting

Plans and specifications are nearing completion for two water storage tanks and a utility building to be painted in 2022. The first tank is the Tenny Standpipe located at 4006 Merle Hay Rd. in Des Moines. The second tank is an elevated water storage tank, the Runnells Water Tower, located at 606 Brown St. in Runnells. The third item to be painted is a utility building at the Wilchinski Standpipe site at 903 E. Pleasant View Dr.

A motion was made by Ms. Munns, seconded by Ms. Huppert, to authorize staff to solicit bids for the 2022 Tank Painting – Tenny Standpipe and Runnells Water Tower project and establish the date of Public Hearing as the date of the April 2022 Board meeting, and direct staff to publish notice as provided by law. Upon roll-call vote, the motion was adopted, with each member of the Board voting in favor of the motion.

Request Authorization to Solicit Bids for 2022 Water Main Replacement Contract and Establish the Date of Public Hearing as the Date of the April 2022 Board Meeting

Preparation of plans, specifications, and contract documents for the 2022 Water Main Replacement Contract is nearing completion. Work on Water Street will call for the installation of approximately 1,040 feet of 8-inch Polyvinyl Chloride (PVC) water main to replace an existing water main that has a history of multiple water main breaks. Work along Northeast 22<sup>nd</sup> Street will call for the installation of approximately 350 feet of 12-inch PVC water main to address conflicts with the Iowa Department of Transportation (IDOT) I-35/80/235 Interchange Northeast of Des Moines (Stage 3A) project. The water main work will be done in advance of the IDOT project, which is scheduled to start in the Fall of 2022. The engineer's estimate for this contract is \$548,000.

A motion was made by Ms. Huppert, seconded by Mr. Aschbrenner, to authorize staff to solicit bids for the 2022 Water Main Replacement Contract and establish the date of Public Hearing as the date of the April 2022 Board meeting, and direct staff to publish notice as provided by law. Upon roll-call vote, the motion was adopted, with each member of the Board voting in favor of the motion.

Request Authorization to Solicit Bids for 2022 Des Moines Water Main Replacement – Contract 1 and Establish the Date of Public Hearing as the Date of the April 2022 Board Meeting

Preparation of plans, specifications, and contract documents for the 2022 Des Moines Water Main Replacement -Contract 1 is nearing completion. Work on Southwest 11<sup>th</sup> Street will call for the installation of approximately 1,200 feet of 8-inch Polyvinyl Chloride (PVC) water main. Work on Southwest 10<sup>th</sup> Place will call for the installation of approximately 1,200 feet of 8-inch PVC water main. Work on Luster Lane will call for the installation of approximately 1,500 feet of 8-inch PVC water main. Work on Southwest 9<sup>th</sup> Street will call for the installation of approximately 2,300 feet of 12-inch PVC water main. The engineer's estimate for this Contract is \$2,033,000.

A motion was made by Ms. Boulton, seconded by Ms. Munns, to authorize staff to solicit bids for the 2022 Des Moines Water Main Replacement – Contract 1 and establish the date of Public Hearing as the date of the April 2022 Board meeting, and direct staff to publish notice as provided by law. Upon roll-call vote, the motion was adopted, with each member of the Board voting in favor of the motion.

Request Authorization to Execute the First Amendment to Chapter 28E Agreement between Des Moines Water Works, the City of Waukee, and Xenia Rural Water District for the Waukee/Xenia Joint System Facilities

During the first quarter of 2019, Des Moines Water Works (DMMW), the City of Waukee, and Xenia Rural Water District entered into a 28E Agreement that allowed additional water to be delivered to the City of Waukee. Waukee acquired capacity from Xenia in both a 24-inch feeder main and a corresponding pumping station. DMWW assumed operations and maintenance responsibilities for both the feeder main and the pumping station. All operations and maintenance expenses for such efforts are proportionately billed back to Xenia and Waukee based upon relative consumption. A new meter pit and new chemical feed facilities were constructed by Waukee. Language within the 28E Agreement, in hindsight, fails to properly describe the operations and maintenance boundary for the 24-inch feeder main. The 28E states the boundary is to be between the LP Moon site and the intersection of Hickman and T Avenue. Initial design concepts had the new meter pit and chemical feed facilities being located

near the Hickman and T Avenue intersection. Final design and construction efforts placed these new facilities 1200 feet east of the intersection. Xenia and DMWW recently recognized this and desire to amend the 28E Agreement to better define the actual as built operation and maintenance boundary for this feeder main. The proper boundary is from the LP Moon site to the inlet side of the new meter pit and chemical feed facilities that were constructed as part of the 28E Agreement.

A motion was made by Ms. Munns, seconded by Ms. Boulton, to approve and authorize the Chairperson to execute the First Amendment to the Chapter 28E Agreement between Des Moines Water Works, the City of Waukee, and Xenia Rural Water District for the Waukee/Xenia Joint System Facilities as presented. Upon roll-call vote, the motion was adopted, with each member of the Board voting in favor of the motion.

#### Amendment to 28E Agreement Between the City of Des Moines, Iowa, and the Board of Water Works Trustees of the City of Des Moines, Iowa, for the Payment of PILOT Charges and Maintenance of Fleur Drive Medians and Availability of City Group Benefit Plans

The City of Des Moines and Des Moines Water Works (DMWW) have a long history of cooperative agreements involving many issues including providing free water to the City, police and fire protection, utility assets in City-owned rights-of-way, and billing/collection for city services. As part of these previous agreements, DMWW began maintaining the Fleur Drive medians around 2003. An irrigation system is being added for the Fleur Drive medians as a part of the City's Fleur Drive reconstruction project. This will significantly reduce staff time dedicated to manually watering medians and minimize disruption of traffic on Fleur Drive caused by the occasional blockage of a lane of traffic with the watering truck. This amendment clarifies who is responsible for the operation and maintenance of the new irrigation system. DMWW will have responsibility for startup and shutdown of the irrigation system, repair and maintenance of minor irrigation system components and flood cleanup of medians and the City of Des Moines will have responsibility for graffiti removal and replacement or repair of major irrigation system components.

A motion was made by Mr. Aschbrenner, seconded by Ms. Huppert, to approve and authorize the Chairperson and CEO and General Manager to execute the Amendment to 28E Agreement between the City of Des Moines, Iowa, and the Board of Water Works Trustees of the City of Des Moines, Iowa, for the Payment of PILOT Charges and Maintenance of Fleur Drive Medians and Availability of City Group Benefit Plans as presented. Upon roll-call vote, the motion was adopted, with each member of the Board voting in favor of the motion.

#### Board Committee Reports

The following reports were provided:

- Planning Committee – No meeting held in February.
- Finance and Audit Committee – No meeting held in February.
- Bill Stowe Memorial – Mr. Gillette reported there have been several meetings recently and the committee anticipates sharing ideas with the Board in the near future.
- Greater Des Moines Botanical Garden – Mr. Gillette had no update to report.
- Des Moines Water Works Park Foundation Board – Ms. Boulton and Mr. Aschbrenner had no update to report.

#### Staff Updates

External Affairs - Ms. Terry provided updates on water quality, education, public relations, and strategic planning efforts.

CEO and General Manager's Comments

Mr. Corrigan reported that AWWA has asked DMWW to do a lunch and learn for their national staff on turning conservation practices into reality. He also reported that there are currently no employee absences due to COVID. Finally, he shared that DMWW has continued to monitor and decrease energy usage and has had savings of over \$1M since 2017 from energy conservation.

Adjournment – Meeting adjourned by unanimous consent.

4:29 p.m. adjourned