

**MINUTES OF CALLED MEETING OF THE BOARD OF WATER WORKS TRUSTEES
PURSUANT TO NOTICE
Tuesday, May 25, 2021**

The Meeting was conducted by video conference.

Present (by Video or Audio Conference Link):

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

Staff members: Pat Bruner, Wally Burgin, Nathan Casey, Ted Corrigan, Kyle Danley, Doug Garnett, Amy Kahler, Mike McCurnin, Jenny Puffer, Laura Sarcone, Jennifer Terry, and Michelle Watson.

Also in attendance: John Lande (legal counsel), Rick Malm (legal counsel), 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, and E (Approval of Minutes, April 27, 2021, Board of Water Works Trustees Meeting; Minutes, Minutes, May 4, 2021, Planning Committee Meeting; Minutes, May 4, 2021, Customer Relations Committee Meeting; Receipt and filing of the financial statements for audit purposes; Approval of Payments for April 2021; Approval of Summary of CEO-Approved Expenditures in Excess of \$20,000; and Approval of June 22, 2021, 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.

2021-2022 Asphaltic Concrete Surface Patch Contract

This contract is for providing and placing asphaltic concrete materials for street patches related to maintenance and repair activities performed by our pipeline crews for the 2021-2022 season.

A motion was made by Mr. Aschbrenner, and seconded by Ms. Boulton, to award the Asphaltic Concrete Surface Patch Contract for 2021-2022 to Hill Brothers Asphalt, in the amount of \$212,000. Upon roll-call vote, the motion was adopted with each member of the Board voting in favor of the motion.

2021-2022 Concrete Contract

This contract is for ready-mix concrete materials for street patches related to maintenance and repair activities performed by our pipelines crews for the 2021-2022 season.

A motion was made by Ms. Munns, and seconded by Mr. Aschbrenner, to award the 2020-2021 Concrete Contract to CTI Ready Mix, in the amount of \$255,100. Upon roll-call vote, the motion was adopted with each member of the Board voting in favor of the motion.

Acceptance of 2020 Des Moines Water Main Replacement – Contract 2 – E. Douglas Avenue
Mr. Corrigan reported that all work associated with the 2020 Des Moines Water Main Replacement – Contract 2 – E. Douglas Avenue contract has been satisfactorily completed.

A motion was made by Mr. Aschbrenner, seconded by Ms. Boulton, to accept the 2020 Des Moines Water Main Replacement – Contract 2 – E. Douglas Avenue, completed by S.M. Hentges & Sons, Inc., in the amount of \$632,517.62. Upon roll-call vote, the motion was adopted, with each member of the Board voting in favor of the motion.

Request Authorization to Reimburse the City of Des Moines for Water Main Relocations for Western Ingersoll Run Sewer Separation Phase 2

As part of the City of Des Moines Western Ingersoll Run Sewer Separation Phase 2 project, Des Moines Water Works will complete multiple water main alterations where conflicts exist with proposed storm sewer and sidewalk.

Based upon the unit price bid for the estimated quantities for this contract, the cost reimbursement to the City of Des Moines is expected to be \$296,422.

A motion was made by Mr. Aschbrenner, and seconded by Ms. Munns, to authorize staff to reimburse the City of Des Moines for Water Main Relocations included in the Western Ingersoll Run Sewer Separation Phase 2 project. Upon roll-call vote, the motion was adopted with each member of the Board identified as present voting in favor of the motion.

Request Permission to Establish the Date of Public Hearing for City of Des Moines Easement for Des Moines River Levee Alterations – Phase B as the Date of the June 2021 Board Meeting

The City of Des Moines is requesting an easement for their Des Moines River Levee Alterations – Phase B project. This easement would be used for placing additional rip-rap and in some places raising the levee elevation by 6 inches along the north river bank of the Raccoon River between the Martin Luther King Jr. Parkway and Fleur Drive bridges. The easement section located west of the Martin Luther King Jr. Parkway would be used for access to the area being altered during construction and for future maintenance. This easement runs approximately 2028 feet and at its widest point will be 70.30 feet, covering an area of 1.69 acres.

A motion was made by Ms. Boulton, and seconded by Ms. Huppert, to establish the date of the June 2021 Board meeting as the date of Public Hearing for City of Des Moines Easement for Des Moines River Levee Alterations – Phase B 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 Termination of Third Amendment to Water Service Enhancement with Waukee

A Third Amendment to the Water Service Enhancement Agreement with Waukee was executed June 24, 2003, which terminated the First and Second Amendments and outlined that DMWW would serve Waukee by providing contracted meter reads for Waukee's water and natural gas

meters. Since that time, Waukee has resumed their own meter reading; however, the Third Amendment was inadvertently not terminated at the time of this change. This oversight was discovered in the process of Waukee and DMWW staff working together to prepare the Fifth Amendment that was approved by the DMWW Board at the April 2021 meeting. A Termination of Third Amendment is proposed to clean up the record to reflect that DMWW is no longer providing contracted meter reading for Waukee.

A motion was made by Ms. Munns, seconded by Ms. Huppert, to approve and authorize the Chairperson to execute the Termination of Third Amendment to Water Service Enhancement Agreement with Waukee in the form presented. Upon roll-call vote, the motion was adopted, with each member of the Board voting in favor of the motion.

Request Permission to Issue Purchase Order for Rehabilitation of Lime Sludge Dewatering Press Equipment

The two Purchase Orders issued thus far to Evoqua have been for repair and replacement parts for the four filter presses. A third Purchase Order is needed for the field service to install these repair and replacement parts. Staff has negotiated the terms of a separate field service agreement with Evoqua to install the repair and replacement parts purchased from Evoqua. The cost estimate for installation of the repair and replacement parts is \$171,016. Evoqua's design for the filter press equipment is proprietary which essentially requires that necessary parts be obtained from it. In addition, since Evoqua is the designer and builder of the filter presses, staff believes Evoqua is the only firm that is qualified to restore the equipment back to its designed operating condition.

A motion was made by Ms. Boulton, seconded by Mr. Aschbrenner, to authorize staff to issue a Purchase Order to Evoqua Water Technologies LLC, in the amount of \$171,016 for the field service necessary to install the repair and replacement parts for rehabilitation of the existing lime sludge dewatering press equipment in the Lime Sludge Dewatering Facility. Upon roll-call vote, the motion was adopted, with each member of the Board voting in favor of the motion.

Regionalization Discussion – Possible Closed Session

It was determined that a closed session was not needed. Mr. Corrigan advised that meetings with the micro group have come to an end but staff continues to work on the remaining open items from the outcomes document.

Board Committee Reports

The following reports were provided:

- Planning Committee – A meeting was held on May 4, 2021 as reflected in the minutes thereof. Ms. Boulton gave a brief summary of the meeting.
- Finance and Audit Committee – No meeting held in May.
- Customer Relations Committee – A meeting was held on May 4, 2021 as reflected in the minutes thereof.
- Bill Stowe Memorial – Mr. Gillette had nothing new to report.
- Greater Des Moines Botanical Garden – Mr. Gillette had nothing new to report.

- Des Moines Water Works Park Foundation Board – Ms. Boulton referred to the materials in the packet as she was not in attendance at the last meeting. Mr. Aschbrenner shared that the amendment to the 28E agreement for operations and maintenance was deferred to next month’s meeting.

Staff Updates

External Affairs - Ms. Terry provided a strategic planning update.

CEO and General Manager’s Comments

Mr. Corrigan reminded the Board that the mask requirement has been lifted for staff that are fully vaccinated and small groups are beginning to gather for in-person meetings. The office will open to the public on June 2nd. Recent rains have helped, but not reversed, drought conditions as the river is still flowing at 25% of what is typical this time of year. Urban Deer Management will be discussed at the Planning Committee meeting as well as Saylorville Treatment Plant expansions. Committee meetings will continue virtually, but Board meetings will be held in-person beginning with the June Board meeting.

Adjournment – Meeting adjourned by unanimous consent.

4:37 p.m. adjourned