

**MINUTES OF CALLED MEETING OF THE BOARD OF WATER WORKS TRUSTEES  
PURSUANT TO NOTICE  
Tuesday, July 27, 2021**

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

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

Staff members: Bill Blubaugh, Rachel Brown, 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), 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. Boulton, seconded by Ms. Huppert, to approve Consent Items A, B, C, D, and E (Approval of Minutes, June 22, 2021, Board of Water Works Trustees Meeting; Minutes, July 6, 2021, Planning Committee Meeting; Minutes, July 13, 2021, Finance and Audit Committee Meeting; Receipt and filing of the financial statements for audit purposes; Approval of Payments for June 2021; Approval of Summary of CEO-Approved Expenditures in Excess of \$20,000; and Approval of August 24, 2021, as the next meeting of the Board of Water Works Trustees). Upon vote, the motion was adopted, with each member of the Board, who is identified above as present, voting in favor of the motion.

Public Comment Period

No comments were received from the public.

Request Authorization to Execute the Memorandum of Understanding and Agreement for the Addition of a 4th Pump to the Clive-Waukee-West Des Moines Side of the LP Moon Pumping Station

Discussions in late 2020 and early 2021 between DMWW and representatives from Clive, Waukee, and West Des Moines resulted in the compilation of Memorandum of Understanding and Agreement (MOU) for the Addition of a 4th Pump to the Clive-Waukee-West Des Moines portion of the LP Moon Pumping Station. The station was designed to allow the installation of a future fourth pump and the MOU defines a process whereby DMWW provides necessary engineering and construction services to integrate the fourth pump. Per the MOU, all expenses incurred by DMWW are to be reimbursed by the communities of Clive, Waukee, and West Des Moines. The addition of a fourth pump will not increase the capacity that can be pumped from the facility, but it will re-establish a prudent level of operational redundancy for this critical facility.

A motion was made by Ms. Munns, and seconded by Mr. Huppert, to approve and authorize the Chairperson to execute the Memorandum of Understanding and Agreement for the Addition of a 4th Pump to the Clive-Waukee-West Des Moines Side of the LP Moon Pumping Station. Upon vote, the motion was adopted, with each member of the Board, who is identified above as present, voting in favor of the motion.

Request Authorization to Execute Professional Services Agreement with HDR Engineering, Inc., for Saylorville Water Treatment Plant Capacity Expansion Preliminary Engineering Report  
DMWW staff issued a request for proposals to qualified engineering consulting firms for a Preliminary Engineering Report to evaluate capacity expansion at the Saylorville Water Treatment Plant (SWTP). The purpose of the preliminary engineering report will be to evaluate the best technical and most cost-effective options to expand capacity at the SWTP. Expansion of the SWTP is in alignment with the 2017 Long Range Plan that outlines the need for additional capacity in the region's water system. DMWW received proposals from HDR/B&V, CDM Smith and AECOM. DMWW has selected HDR as the qualified engineering firm that can best perform preliminary engineering efforts and compile construction cost estimates for both a 10 mgd expansion at the SWTP and a 25 mgd expansion at the SWTP.

A motion was made by Mr. Aschbrenner, seconded by Ms. Munns, to authorize staff to execute Professional Services Agreement with HDR Engineering, Inc., in the amount of \$227,000 for Saylorville Water Treatment Plant Capacity Expansion Preliminary Engineering Report. Upon vote, the motion was adopted, with each member of the Board, who is identified above as present, voting in favor of the motion.

Request Authorization to Reimburse the City of Des Moines for Water Main Alterations for River Bend and King Irving Sewer Separation – Phase 2B

As part of the City of Des Moines River Bend and King Irving Sewer Separation Phase 2B project, Des Moines Water Works completed multiple water main alterations where conflicts exist with proposed storm sewer and sidewalk work being performed by the City. The City project included road reconstruction, storm sewer improvements, and sidewalk replacement. Construction for this project occurred in 2020. Correll Contractor, Inc., from West Des Moines, IA, was the contractor on the project. Based upon the unit price bid for the estimated quantities for this contract, the cost for the water main alteration portion of this City of Des Moines project was estimated to be \$77,180.00. Because this was below the \$100,000.00 threshold for Board approval, no Board action was originally sought for this project. Based upon the final actual cost for the water main bid items for this contract and a \$14,623.97 change order, the cost for the water main alterations for this City of Des Moines project is \$114,992.47.

A motion was made by Ms. Boulton, seconded by Ms. Huppert, to authorize staff to reimburse the City of Des Moines for Water Main Alterations for the River Bend and King Irving Sewer Separation – Phase 2B project. Upon vote, the motion was adopted, with each member of the Board, who is identified above as present, voting in favor of the motion.

Award S.E. Polk – N.E. Morgan Drive Meter Vault

A Public Hearing was opened by Chairperson Gillette for comments from the public regarding the form of contract, plans and specifications, and estimated cost for the S.E. Polk – N.E. Morgan Drive Meter Vault project. Receiving no oral or written comments, the Public Hearing was closed.

A motion was made by Ms. Munns for adoption of the form of contract, plans and specifications, and estimated cost for the Project. The motion was seconded by Mr. Aschbrenner. Upon vote, the motion was adopted, with each member of the Board, who is identified above as present, voting in favor of the motion.

An analysis of the bids received was presented and considered.

Work on N.E. Morgan Drive will call for the installation of a meter vault equipped with metering equipment and appurtenances to complete connections between the Bondurant public water supply system and the rural portions of the Des Moines public water supply system.

A motion was made by Mr. Aschbrenner, seconded by Ms. Boulton, to award the S.E. Polk – N.E. Morgan Drive Meter Vault contract to Synergy Contracting, LLC, in the amount of \$186,000, and authorize the Chairperson and CEO and General Manager to execute the contract. Upon vote, the motion was adopted, with each member of the Board, who is identified above as present, voting in favor of the motion.

#### Award 2021 Well Rehabilitation

A Public Hearing was opened by Chairperson Gillette for comments from the public regarding the form of contract, plans and specifications, and estimated cost for the 2021 Well Rehabilitation project. Receiving no oral or written comments, the Public Hearing was closed.

A motion was made by Ms. Huppert for adoption of the form of contract, plans and specifications, and estimated cost for the Project. The motion was seconded by Ms. Munns. Upon vote, the motion was adopted, with each member of the Board, who is identified above as present, voting in favor of the motion.

An analysis of the bids received was presented and considered.

A single bid was received from Layne Christensen Company. The only other firm that was expected to bid did not do so after advising staff that its existing workload precluded a bidding on this project. The Layne Christensen bid was opened on July 19, 2020. Layne's bid for the 2021 Well Rehabilitation contract was \$1,344,820. The engineer's estimate for the 2021 Well Rehabilitation project is \$1,100,000. Layne's bid included a letter of exception that conditioned their bid. This letter of exception stated that Layne:

1. Has several projects currently underway and may not be available to start on the 2021 Well Rehabilitation contract until January 2022.
2. Will mobilize and begin executing the work at one of the well sites when they are able to do so.
3. Included the cost for two mobilizations to the project site in their bid to complete rehabilitation of one well in Spring 2022 and rehabilitation of the second well in Fall 2022.

Staff has reviewed the bid submitted by Layne Christensen and the letter of exception included with Layne's bid. Based on the small number of qualified contractors and the need to perform well rehabilitation, staff advises adjusting the contract schedule by change order to accommodate the conditions proposed by Layne.

A motion was made by Ms. Boulton, seconded by Ms. Huppert, to accept the bid submitted by Layne Christensen Company, as conditioned, and award a contract to Layne Christensen Company for the 2021 Well Rehabilitation contract in the amount of \$1,344,820 and authorize the Chairperson and the CEO and General Manager to execute the contract and change order

modifying the project schedule. Upon vote, the motion was adopted, with each member of the Board, who is identified above as present, 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 DMWW staff is awaiting responses from West Des Moines, West Des Moines Water Works, Urbandale, and Urbandale Water Utility. The Board discussed the next steps in the process including continuing preparation of the 28E agreement with legal counsel.

#### Board Committee Reports

The following reports were provided:

- Planning Committee – A meeting was held on July 6, 2021, as reflected in the minutes thereof. Ms. Boulton gave a brief summary of the meeting.
- Finance and Audit Committee – A meeting was held on July 13, 2021 as reflected in the minutes thereof. Ms. Huppert gave a brief summary of the meeting.
- Customer Relations Committee – No meeting held in July.
- Bill Stowe Memorial – Mr. Gillette had no update to report.
- Greater Des Moines Botanical Garden – Mr. Gillette shared that the Amendment to Support Agreement is expected to be returned to DMWW in August.
- Des Moines Water Works Park Foundation Board – Ms. Boulton shared that the Des Moines Southwest Infrastructure and Planning Study is in the final stages of making a formal recommendation to the City of Des Moines including recommended changes to George Flagg Parkway.

#### 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 pointed out that DMWW has only two recordable injuries to date.

The Strategic Plan data-gathering phase has been completed and the consultant is beginning to analyze that data.

Demand has moderated back to pumpage in the mid-70 million gallons per day range.

Adjournment – Meeting adjourned by unanimous consent.

4:34 p.m. adjourned