

**MINUTES OF CALLED MEETING OF THE BOARD OF WATER WORKS TRUSTEES
PURSUANT TO NOTICE
Tuesday, September 22, 2020**

The Meeting was conducted by video conference.

Present (by Video or Audio Conference Link):

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

Staff members: Andy Beals, Bill Blubaugh, Pat Bruner, Ted Corrigan, Kyle Danley, Peggy Freese, Doug Garnett, Amy Kahler, Mike McCurnin, Jeanne Middleton, Jenny Puffer, Laura Sarcone, Carla Schumacher, Michelle Watson, and Dylan White

Also in attendance: Jay Corrigan, Colin Chung, Jeff Clayton, Lilly Corrigan, Linda Corrigan, Rae Corrigan, Mark Duben, John Dunn, Joel Langel, Rick Malm (legal counsel), Julie McCurnin, Ed Moreno, Brent Newell, Emma Schmit, Kevin Richardsdon, Melissa Walker (MW Media Consultants, LLC), and others

Ms. Munns called the meeting to order at 3:31 p.m.

Consent Agenda –

A motion was made by Mr. Gillette, seconded by Mr. Aschbrenner, to approve Consent Items A, B, C, D, E, (Approval of Minutes, August 25, 2020, Board of Water Works Trustees Meeting; Minutes, September 1, 2020, Planning Committee Meeting; Minutes, September 8, 2020, Finance and Audit Committee Meeting; Receipt and filing of the financial statements for audit purposes; Approval of Payments for August 2020; Approval of Summary of CEO-Approved Expenditures in Excess of \$20,000; and Approval of October 27, 2020, 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 identified as present voting in favor of the motion.

Public Comment Period

The Iowa Section of the American Water Works Association (AWWA) presented Mr. Corrigan with its 2020 George Warren Fuller Award for distinguished service and leadership in the water supply field.

No other public comments were received.

Acceptance of Joint Maffitt Lake Booster Station

Mr. Corrigan reported that all work associated with the Joint Maffitt Lake Booster Station contract has been satisfactorily completed.

A motion was made by Ms. Huppert, and seconded by Ms. Boulton, to accept the Joint Maffitt Lake Booster Station project, completed by Edge commercial, LLC, in the amount of \$1,279,305. Upon roll-call vote, the motion was adopted, with each member of the Board identified as present voting in favor of the motion.

Request Authorization to Issue Purchase Order for Additional Saylorville Water Treatment Plant Ultra-Filtration Membranes

The performance of ultra-filtration (UF) membranes at the Saylorville Water Treatment Plant is expected to decline over years of operation, but some of the membranes previously acquired have not been as long-lived as expected. An agreement between DMWW and GE Water & Process Technologies, dated February 20, 2015, provided for compensatory pricing for planned replacement of the original 840 UF modules and defined pricing and discounts for acquisition of additional modules until the end of 2020. Since that time, Suez Water Technologies & Solutions has acquired GE's membrane products. Currently, two membrane trains need replacement with a third needed in early 2021 and it is proposed to take advantage of the advantageous pricing under such agreement before it expires.

A motion was made by Mr. Gillette, and seconded by Ms. Boulton, to authorize staff to issue a Purchase Order in the amount of \$1,018,500 to Suez Water Technologies & Solutions. Upon roll-call vote, the motion was adopted, with each member of the Board identified as present voting in favor of the motion.

Request Authorization to Execute the Chapter 28E Agreement between Des Moines Water Works and Iowa Governmental Health Care Plan for Employee Benefits

DMWW requested our benefits broker, Holmes Murphy & Associates, to seek proposals for health insurance options for 2021 after DMWW had a 22% premium increase under its existing plan sponsored by the City of Des Moines for calendar year 2020. The increase was due to unfavorable health claims experience. Based on the proposals received, the Iowa Governmental Health Care Plan (IGHCP) appears to be the most viable option to consider as an alternative to the City's plan effective January 1, 2021.

The process to transition to the IGHCP Trust includes signing a 28E agreement to join the Trust effective January 1, 2021. DMWW will also terminate health insurance coverage under the existing 28E agreement with the City of Des Moines effective December 31, 2020. DMWW will officially notify the City of Des Moines of intent to leave the plan. In addition, DMWW will sign an interim consulting agreement with Holmes Murphy through December 31, 2020 to assist with the transition to the IGHCP Trust.

The recommended actions include a general approval of the changes as described and authorizations as provide in resolutions presented to the meeting. A motion was made by Mr. Gillette, and seconded by Mr. Aschbrenner, to adopt the following resolutions as presented to the Board and displayed to the meeting:

BE IT RESOLVED that the Board of Waterworks Trustees of the City of Des Moines, Iowa ("DMWW") shall replace its existing employee health coverages that are currently provided under the City of Des Moines group health insurance plan ("City Health Plan"), with employee health coverages under the Iowa Governmental Health Care Plan ("IGHCP") effective as of January 1, 2021;

FURTHER RESOLVED, that DMWW shall forthwith become a member of IGHCP by joinder in the "Amended and Restated Iowa Governmental Health and Related Benefits Program" 28E Agreement (the "IGHCP 28E Agreement") in the form presented to the meeting, and that the Chair and the CEO and General Manager be authorized to execute such agreement on behalf of, and in the name of, DMWW;

FURTHER RESOLVED, that DMWW shall procure employee health insurance coverages from IGHCP to be effective as of January 1, 2021 as a participant in one or more plans offered by IGHCP at cost in conformity with the 2021 Budget to be adopted by the Board;

FURTHER RESOLVED, the Director of Human Resources is hereby appointed to serve as DMWW's official representative to the governing board of IGHCP until further action of the Board;

FURTHER RESOLVED, that the CEO and General Manager acting singly, is authorized to execute any and all plans, plan documents, agreements, certificates and other documents as may be necessary or proper to obtain and effect coverage with IGHCP as provided by these resolutions , and to comply with the obligations of DMWW as a member under the IGHCP 28E Agreement;

FURTHER RESOLVED, that, contingent upon the acceptance of DMWW as a member of the IGHCP with coverage provided to be effective as of January 1, 2021, that the CEO and General Manager be authorized and directed to execute an agreement for termination of DMWW participation for employee health coverage provided under the City Health Plan with such termination to be effective as of the end of the day on December 31 2020;

FURTHER RESOLVED, that the Chair, the CEO and General Manager, the Board Treasurer and staff of DMWW, each be authorized and directed, singly and collectively, to take any and all other actions and to execute any and all other plans, plan documents, agreements, certificates and other documents as may be necessary or proper to implement, and give effect to, the foregoing resolutions and to otherwise effectuate the replacement of employee health care coverage as contemplated by the foregoing resolutions.

Upon roll-call vote, the motion was adopted with each member of the Board identified as present voting in favor of the motion.

CEO and General Manager Employment Agreement

At the June 22, 2020 CEO Candidate Deliberation meeting of the Board of Water Works Trustees, action was taken to appoint Ted Corrigan to the position of CEO and General Manager and to execute a contract. Since that time, Ms. Munns and Mr. Gillette have worked with Mr. Corrigan and his counsel to draft a contract in the form provided to the Board.

A motion was made by Mr. Gillette, and seconded by Ms. Huppert, to authorize the Chair to execute the CEO & General Manager Employment Agreement on behalf of DMWW in the form as presented. Upon roll-call vote, the motion was adopted with each member of the Board identified as present voting in favor of the motion.

COVID-19 Response

Mr. Corrigan outlined the temporary policy changes and other measures that have been implemented based on the Board's April 28, 2020, ratification of the COVID-19 Emergency Response Plan.

No action was required or taken.

Board Committee Reports

The following reports were provided:

- Planning Committee – A meeting was held on September 1, 2020. Ms. Boulton stated that PFAS updates and DMWW's water shortage plan were discussed at the meeting.
- Finance and Audit Committee – A meeting was held on September 8, 2020. Mr. Gillette advised that wholesale rate structure continues to be discussed and that staff has been requested to develop a request for proposals for legal services.
- Customer Relations Committee – There was no meeting held in September. Ms. Huppert stated that regionalization discussion meetings continue with Urbandale and West Des Moines, and with their respective water utilities.
- Bill Stowe Memorial – no additional comments were shared
- Greater Des Moines Botanical Garden – Mr. Gillette stated that Stephanie Jutila has left the position of CEO at the Garden and he will be serving on their CEO search committee.
- Des Moines Water Works Park Foundation Board – Ms. Boulton reported that fundraising is still a focus for the Foundation, including special events and private donations. The Ruan Connector under Fleur Drive is open and contributing to increased use of the park.

CEO and General Manager's Comments

- Mr. Corrigan advised that Melissa Walker has been retained as a Public Relations consultant. Jennifer Terry will be returning to employment with DMWW as External Affairs Manager.
- Utility Goals Update – Mr. Corrigan provided an update on the 2020 Utility Goals; CIS (go-live with new billing customer information system), Wholesale Rate Design, Lead Water Service Line Plans, and Safety.

Adjournment – Meeting adjourned by unanimous consent.

4:51 p.m. adjourned