

**MINUTES OF CALLED MEETING OF THE BOARD OF WATER WORKS TRUSTEES
PURSUANT TO NOTICE
Tuesday, September 28, 2021**

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

Board Members: Chairperson Mr. Graham Gillette, presiding; Mr. Joel Aschbrenner (who joined in progress), Ms. Susan Huppert and Ms. Diane Munns

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

Also in attendance: Ryan Crane and Luke Hoffman (Polk County Water and Land Legacy), John Lande (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, and E (Approval of Minutes, August 24, 2021, Board of Water Works Trustees Meeting; Minutes, September 7, 2021, Planning Committee Meeting; Minutes, September 14, 2021, Finance and Audit Committee Meeting; Minutes, September 14, Board of Water Works Trustees Meeting; Receipt and filing of the financial statements for audit purposes; Approval of Payments for August 2021; Approval of Summary of CEO-Approved Expenditures in Excess of \$20,000; and Approval of October 26, 2021, as the next meeting of the Board of Water Works Trustees). Upon roll-call vote, the motion was adopted, with Mr. Gillette, Ms. Huppert and Ms. Munns voting in favor of the motion.

Mr. Aschbrenner joined the meeting in progress at 3:34 p.m.

Public Comment Period

Ryan Crane and Luke Hoffman, representatives from Polk County Water and Land Legacy, made a presentation and requested that the Board endorse and financially support their upcoming bond referendum. The existence of legal limits on such matters was noted.

Not to Exceed \$10,000,000 Water Revenue Refunding Bonds

At the August 2021 Board meeting, the Board set the date for the public hearing for a potential refunding as of the September Board meeting. Since that time, staff has received verbal confirmation from all participants to the 2012B bonds that they wish to fund their share of redemption. Staff will be working with the participants in the coming weeks to formally document their intent to redeem their respective shares of the bonds by the 12/1/2021 call date. Bond counsel, Eric Boehlert of Ahlers & Cooney, still recommends the Board proceed with the Public Hearing on the refunding to preserve this option until formal, written resolutions on redemption have been approved by the respective participant councils and boards. The holding of this public hearing is a procedural requirement based on timing and the previously published notice. If all participants fund their redemption, no refunding will be necessary, and a resolution for bond redemption will be presented at the October Board meeting.

After discussion, action was taken by the Board as follows:

Board Member Susan Huppert introduced the following Resolution and moved that the same be adopted. Board Member Joel Aschbrenner seconded the motion to adopt the following Resolution:

RESOLUTION INSTITUTING PROCEEDINGS TO TAKE
ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO
EXCEED \$10,000,000 WATER REVENUE REFUNDING
BONDS

WHEREAS, pursuant to notice published as required by law, the Board of Trustees has held a public meeting and hearing upon the proposal to institute proceedings for the issuance of not to exceed \$10,000,000 Water Revenue Refunding Bonds, in order to provide funds to pay the costs of refunding outstanding water obligations, including the Water Revenue Bonds, Series 2012B, and has considered the extent of objections received from residents or property owners as to the proposed issuance of Bonds; and accordingly the following action is now considered to be in the best interests of the City and residents thereof.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF WATER WORKS TRUSTEES OF THE CITY OF DES MOINES, STATE OF IOWA:

Section1. That this Board does hereby institute proceedings and take additional action for the authorization and the issuance in the manner required by law of not to exceed \$10,000,000 Water Revenue Refunding Bonds, for the foregoing purposes.

A roll-call vote was taken and the vote was,

AYES: Joel Aschbrenner, Graham Gillette, Susan Huppert, and
Diane Munns

NAYS: None

Whereupon, the Chairperson declared the measure duly adopted.

Award Des Moines River Intake Roof Structure Modifications

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 Des Moines River Intake Roof Structure Modifications 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 as prepared. The motion was seconded by Mr. Aschbrenner. Upon roll-call 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 motion was made by Mr. Aschbrenner, seconded by Ms. Huppert, to award the Des Moines River Intake Roof Structure Modifications Contract to Henkel Construction Company, in the amount of \$311,000, and authorize the Chairperson and CEO and General Manager to execute the contract. Upon roll-call 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 Des Moines Water Main Replacement Contract 4 – Indianola Avenue

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 Des Moines Water Main Replacement Contract 4 – Indianola Avenue 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 as prepared. The motion was seconded by Ms. Huppert. Upon roll-call 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 motion was made by Mr. Aschbrenner, seconded by Ms. Huppert, to award the 2021 Des Moines Water Main Replacement Contract 4 – Indianola Avenue Contract to J&K Contracting, LLC, in the amount of \$678,678 and authorize the Chairperson and CEO and General Manager to execute the contract. Upon roll-call 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 Solicit Bids for Joint Eastside Booster Station Hypochlorite Feed System and Establish the Date of the Public Hearing as the Date of the October 2021 Board Meeting

This project pertains to installing an Iowa DNR recommended injection system to maintain chlorine concentration above a prescribed level at the Joint Eastside Booster Station. There have been several chlorine low-level events in the past where the level dropped significantly at the Joint Eastside Booster Station. Currently, there is no sodium hypochlorite injection system to boost the chlorine residual level as needed. The basic scope of project is to install a new sodium hypochlorite bulk storage tank, chemical feed system, quill injection system, relocation of instrumentation and other equipment from the top floor to the basement area of the facility, installation of additional electrical unit heaters, and installation of a new shower and eyewash station.

A motion was made by Ms. Munns, seconded by Mr. Aschbrenner, to authorize staff to solicit bids for Joint Eastside Booster Station Hypochlorite Feed System and establish the date of the public hearing as the date of the October 2021 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, who is identified above as present, voting in favor of the motion.

Request Permission to Issue Purchase Order for Replacement RO Membranes for Saylorville Water Treatment Plant

Reverse osmosis membranes were replaced in all three treatment skids at the Saylorville Water Treatment Plant in 2016 and are nearing the end of their three-year operational life. One skid of elements was replaced in July of 2019, and another was replaced in January of 2020. Staff has determined it is time for replacement of a third skid of elements in early 2022. Quotations were received from three vendors for the purchase of 294 replacement RO membranes (the number needed for one skid). The quotations included a standard 3-year manufacturer's pro-rated warranty and freight costs. Staff recommended accepting the lowest cost response submitted by Consolidated Water Solutions.

A motion was made by Mr. Aschbrenner, seconded by Ms. Huppert, to authorize staff to issue a Purchase Order in the amount of \$138,180 to Consolidated Water Solutions for purchase of replacement reverse osmosis membranes, with a 3-year pro-rated warranty, for the Saylorville Water Treatment Plant. Upon roll-call vote, the motion was adopted, with each member of the Board, who is identified above as present, voting in favor of the motion.

Request Permission to Issue Purchase Order for Saylorville Water Treatment Plant Ultra-Filtration Membranes Replacement

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. At this time, one membrane train needs replacement and will be replaced in April 2022. The defined discount pricing, as agreed in 2015, ended as of December 30, 2020. Funds for replacement of 300 modules were allocated in the 2021 Budget.

A motion was made by Ms. Munns, seconded by Mr. Aschbrenner, to authorize staff to issue a Purchase Order in the amount of \$570,600 to Suez Water Technologies & Solutions for ultra-filtration membrane replacement. Upon roll-call vote, the motion was adopted, with each member of the Board, who is identified above as present, voting in favor of the motion.

Urban Deer Hunt

DMWW staff have worked with several agencies including the IDNR and Polk County Deer Task Force to create Controlled Urban Bow Hunt Guidelines and permits for hunting in Water Works Park. The hunt will take place from Friday October 1, 2021, to Sunday, January 30, 2022. Hunters will identify their target as an antlerless deer, focusing on adult does. Approximately 300 acres have been divided into five hunting zones accommodating eleven hunters for the 2021-2022 hunting season. Hunters are required to submit a permit application and provide proof of the following:

1. IDNR Hunting License
2. Documentation of passing an approved IBEF bowhunter safety education course
3. Proof of completing a national field archery association NFAA archery proficiency test
4. Zone 48 Tag

A motion was made by Ms. Munns, seconded by Mr. Aschbrenner, authorizing the CEO and General Manager to allow controlled bow-hunting to resume in Water Works Park as recommended by the Polk County Deer Task Force. Upon roll-call vote, the motion was adopted, with each member of the Board, who is identified above as present, voting in favor of the motion.

Board Committee Reports

The following reports were provided:

- Planning Committee – A meeting was held on September 7, 2021, as reflected in the minutes thereof. Mr. Corrigan and Ms. Munns gave a brief summary of the meeting.
- Finance and Audit Committee – A meeting was held on September 14, 2021, as reflected in the minutes thereof. Mr. Aschbrenner gave a brief summary of the meeting.
- Customer Relations Committee – No meeting held in September. Mr. Corrigan gave an update on regionalization. A meeting was recently held with West Des Moines Water Works and Urbandale Water Utility to come to conclusion on the remaining outstanding issues from the series of micro group meetings. Legal Counsel is working on drafting a proposed form of regionalization 28E-28F Agreement.
- Bill Stowe Memorial – Mr. Gillette had no update to report.
- Greater Des Moines Botanical Garden – Mr. Gillette had no update to report.
- Des Moines Water Works Park Foundation Board – Mr. Aschbrenner shared that the Park Foundation held a visioning strategy session last month.

Staff Updates

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

CEO and General Manager's Comments

- COVID-19 Update – Mr. Corrigan reported that except for utility-wide mask requirements, DMWW is conducting business as usual.
- Regionalization Update – This update was reported during the Board Committee Reports.

Mr. Corrigan also stated that the ongoing drought continues to affect DMWW as river levels continue to decrease.

Adjournment – Meeting adjourned by unanimous consent.

4:49 p.m. adjourned