

**MINUTES OF CALLED MEETING OF THE BOARD OF WATER WORKS TRUSTEES
PURSUANT TO NOTICE
Tuesday, December 20, 2022**

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

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

Staff members: Bill Blubaugh, Pat Bruner, Tom Cater, Dee Clarke, Ted Corrigan, Kyle Danley, Doug Garnett, Amy Kahler, Mike McCurnin, Jenny Puffer, Laura Sarcone, Jennifer Terry, Lindsey Wanderscheid and Michelle Watson

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

Mr. Gillette called the meeting to order at 3:32 p.m.

Consent Agenda

A motion was made by Ms. Huppert, seconded by Ms. Munns, to approve Consent Items A, B, C, D, and E, (Approval of Minutes, November 22, 2022, Board of Water Works Trustees Meeting; Minutes, December 6, 2022, Planning Committee Meeting; Minutes, December 13, 2022, Special Board Meeting; Receipt and filing of the financial statements for audit purposes; Approval of Payments for November 2022; Approval of Summary of CEO-Approved Expenditures in Excess of \$20,000; and Approval of January 24, 2023, as the next meeting of the Board of Water Works Trustees). Upon vote, the motion was adopted, with Mr. Davis, Mr. Gillette, Ms. Huppert and Ms. Munns voting in favor of the motion.

Public Comment Period

Mr. Corrigan provided an update on regionalization.

Request Authorization to Reimburse the City of Des Moines for Water Main Replacement for Hamilton Drain Phase 3

As part of the City of Des Moines' Hamilton Drain Storm Water Improvements Phase 3 project, Des Moines Water Works will complete multiple water main alterations where conflicts exist with planned storm sewer improvements. The city project includes road reconstruction and storm sewer improvements. Construction for this project is anticipated to begin in the 2023 construction season, with water main work being completed in 2023. Based upon the unit price bid for the estimated quantities for this contract and the DMWW portion of mobilization expenses, the cost for the water main alteration portion of this City of Des Moines project is \$577,392. RW Excavating Solutions, LC, from Prairie City, IA, will be the Contractor on the project.

A motion was made by Ms. Munns, seconded by Ms. Huppert, to authorize staff to reimburse the City of Des Moines for water main replacement for the Hamilton Drain Phase 3 project. Upon vote, the motion was adopted, with each member of the Board identified as present voting in favor of the motion.

Request Authorization to Reimburse The City of Des Moines for Water Main Replacement for McKinley Avenue Reconstruction from South Union Street to SW 9th Street

As part of the City of Des Moines' McKinley Avenue Reconstruction project, Des Moines Water Works will complete water main relocation due to conflicts with proposed storm sewer and our own desire to replace water main between SW 9th and South Union. The city project includes road reconstruction, storm sewer improvements, a trail and sidewalk. Construction for this project is anticipated to begin in Spring 2023, with water main work being completed in the 2023-2024 construction seasons. Based upon the unit price bid for the estimated quantities for this contract and the DMWW portion of mobilization and traffic control expenses, the cost for the water main relocation portion of this City of Des Moines project is \$811,963.94. All Star Concrete, LLC, from Johnston, IA will be the Contractor on the project.

A motion was made by Ms. Huppert, seconded by Mr. Davis, to authorize staff to reimburse the City of Des Moines for water main replacement for the McKinley Avenue Reconstruction from South Union Street to SW 9th Street project. Upon vote, the motion was adopted, with each member of the Board identified as present voting in favor of the motion.

Request Authorization for CEO and General Manager to Execute Professional Services Agreement for Saylorville Water Treatment Plant Capacity Expansion Design and Construction Services

In 2017, DMWW teamed with CH2M and HDR to complete the DMWW Long Range Plan 2017 (2017 LRP). The 2017 LRP used population, water use and production statistics from all regional entities to project the necessary source, treatment, transmission, storage, and pumping needs for the Des Moines Metropolitan region through 2040. The 2017 LRP identified nearly 100 key projects to address growth within the central Iowa region. Among the list of projects were enhancements at the Saylorville Water Treatment Plant (SWTP) that included first expanding by 10 MGD, followed by an additional 25 MGD expansion later.

In February of 2021, DMWW teamed with HDR to review the 2017 LRP. With five additional years of production and demand data for the region, HDR was asked to determine if any of the key projects identified in the 2017 LRP could effectively be delayed. HDR completed the DMWW Long Range Plan Update and Progress Report which concluded that key projects should not be delayed. In March of 2021, DMWW teamed with HDR and Black and Veatch to develop the preliminary engineering efforts for the Saylorville Water Treatment Plant Capacity Expansion for the two options described above. The Preliminary Engineering Report for the Saylorville Water Treatment Plant Capacity Expansion was completed subsequently in July of 2022.

Staff prepared a request for proposals (RFP) for completing the design, bidding support, and construction support of the source, treatment, and finished water pumping elements associated with the 10 MGD expansion. One proposal was received on November 3, 2022 and reviewed by staff.

Since this will be considered a regional asset, DMWW staff and the newly formed Central Iowa Water Works Technical Advisory Committee (TAC) both participated in evaluating and considering the proposal. The categories considered were strength and qualifications of proposed project team, firm experience, project approach, schedule, and professional service fees. Staff and the TAC agreed that the HDR and Black and Veatch team are qualified and capable of performing this work. With the total project cost projected to be around \$144 million dollars, staff feels that

their proposed design not-to-exceed fee of \$12,999,057 which includes construction observation throughout the project is reasonable (9% of projected project cost).

Six additional members of the TAC agreed to award to HDR and Black and Veatch team. There were no dissenting opinions from the remaining members of the TAC.

A motion was made by Ms. Huppert seconded by Ms. Boulton, to authorize the CEO and General Manager to execute a Professional Services Agreement with HDR and Black and Veatch in the amount of \$12,999,057 for design and construction services for the SWTP Capacity Expansion project contingent upon negotiation of terms and conditions that are acceptable to staff and subsequent review by legal counsel. Upon vote, the motion was adopted, with each member of the Board identified as present voting in favor of the motion.

Request Authorization for CEO and General Manager to Execute Professional Services Agreement for 2023 Aquifer Storage and Recovery (ASR) Well Design and Construction Services

Des Moines Water Works (DMWW) conducted a study and demonstration project in the mid-1990s to evaluate the feasibility of using ASR technology in DMWW's system. One of the conclusions from the study and demonstration project was seasonal peaking and emergency operations using ASR wells was feasible using the Cambrian-Ordovician Aquifer, commonly referred to as the Jordan Aquifer. Since the completion of the study and demonstration project, DMWW has constructed three ASR well facilities: the ASR well facility at the McMullen Water Treatment Plant, the ASR well facility at the L. P. Moon Storage Facility and Pumping Station, and the Army Post Road ASR Well Facility.

Staff prepared a request for proposals (RFP) to further improve its operations by designing and constructing an additional ASR well facility at the Polk County Pumping Station. The responding firms were Stanley Consultants, Inc., AECOM Technical Services, Inc., Strand Associates, Inc., and H.R. Green, Inc. Staff has reviewed the proposals based upon project team, firm experience, project approach, schedule, and fees (fees ranged from near \$770k to \$1.1M). Staff recommends a Professional Services Agreement be executed with Strand Associates, Inc. for the 2023 Aquifer Storage and Recovery (ASR) Well contingent upon negotiation of terms and conditions acceptable to staff and subsequent review by legal counsel. Strand has successfully completed multiple ASR designs in central Iowa. The anticipated design fee stated in Strand Associates, Inc.'s proposal is \$909,400.

A motion was made by Mr. Davis seconded by Ms. Huppert, to authorize the CEO and General Manager to execute a Professional Services Agreement with Strand Associates, Inc. for the 2023 Aquifer Storage and Recovery (ASR) Well design and construction services contingent upon negotiation of terms and conditions that are acceptable to staff and subsequent review by legal counsel. Upon vote, the motion was adopted, with each member of the Board identified as present voting in favor of the motion.

Selection of Contractor for Removal and Disposal of Lime Residuals

Beginning June 15, 2015, Synagro Central, LLC began hauling lime residuals from the Fleur Drive Water Treatment Plant and the McMullen Water Treatment Plant. The initial term of the contract was to terminate on June 15, 2020, but through multiple change orders the term of the contract has been extended to June 15, 2023. Synagro has successfully performed the work associated with the contract. In October of 2022, staff developed a Request for Proposals for the Removal and Disposal of Lime Residuals with the intent to execute a new 5-year contract starting June 16, 2023. Request for Proposals was advertised on the Des Moines Water Work's website and sent to viable contractors who had previously provided proposals.

Three proposals were received on November 15, 2022. The respondents were Synagro Central, LLC, New Earth USA, LLC, and Hodges Farms and Dredging, L.L.C. The proposals were evaluated on firm experience and qualifications, project references, business plan, equipment, safety, terms and conditions, and proposal cost. Based on the ratings completed by the committee, Synagro Central, LLC received the highest score of the three Contractors and also had the lowest cost overall. Water Production budgets near \$2M annually for lime residual hauling. Relative to costs associated with the existing contract, it is estimated that accepting the proposal from Synagro will result in an estimated annual savings of near \$300,000 over the course of the next five years. Staff recommends the selection of Synagro Central, LLC.

A motion was made by Ms. Huppert, seconded by Ms. Boulton, to accept Synagro Central, LLC's proposal and authorize staff to prepare a contract for execution. Upon vote, the motion was adopted, with each member of the Board identified as present voting in favor of the motion.

Performance Evaluation and Salary Increase for CEO and General Manager

The CEO and General Manager's performance evaluation was conducted. It was noted that the CEO's employment agreement provides for an annual salary increase effective each January 1st in an amount equal to the average percentage increase of all bargaining unit employees for the corresponding year.

Election of Chairperson and Vice-Chairperson for 2023-2024

A motion was made by Ms. Munns, seconded by Ms. Huppert, to elect Ms. Andrea Boulton as Chairperson for a two-year term beginning January 1, 2023. Upon vote, the motion was adopted, with Mr. Davis, Mr. Gillette, Ms. Huppert and Ms. Munns voting in favor of the motion and Ms. Boulton abstaining.

A motion was made by Ms. Munns, seconded by Mr. Davis, to elect Ms. Susan Huppert as Vice-Chairperson for a two-year term beginning January 1, 2023. Upon vote, the motion was adopted, with Ms. Boulton, Mr. Davis, Mr. Gillette, and Ms. Munns voting in favor of the motion and Ms. Huppert abstaining.

Board Committee Reports

The following reports were provided:

- Planning Committee – A meeting was held on December 6, 2022, as reflected in the minutes thereof. Ms. Boulton gave a brief summary of the meeting.
- Finance and Audit Committee – No meeting was held in December.
- Stowe Foundation – Mr. Gillette shared that the Stowe Foundation will likely report on the outdoor classroom and other items in January or February.
- Greater Des Moines Botanical Garden – Mr. Gillette shared that the Garden is anticipating expanding into the 7 acres directly to the north, so they've asked DMWW to estimate water needs related to that expansion. He also mentioned that the current agreement with DMWW will likely be amended to no longer appoint a member to the GDMBG board when the financial assistance agreement comes to an end.
- Des Moines Water Works Park Foundation Board – Ms. Boulton reported that the Park Foundation Board received a draft of the agreement for debt repayment from the City of Des Moines and efforts continue to structure sponsorships, funding and revenue streams for 2023.

CEO and General Manager's Comments

- Emergency LP Moon ASR Well Repairs

The Board was informed that Mr. Casey has certified a repair of the LP Moon ASR Well as an emergency as it is necessary to avoid a possible water supply shortage. The transformer failed on August 22, 2022 and could not be restarted. Upon further investigation it was found that water had entered the electrical wiring and motor causing a short. The motor manufacturer has informed us that they cannot guarantee the motor will be repaired with the next 52 weeks and that a replacement could also take up to a year. Water Production and Engineering personnel have worked with Northway Well and Pump Company, our long-time well contractor, to develop a plan to get this critical ASR well back into service. Staff is recommending we forego the typical required bidding process based on the time needed to get the required equipment and go through the normal design and bidding process. The design and bidding process will not allow us to get this equipment delivered in time to get the ASR well back into service. Estimated cost of this work is in excess of \$600,000. Personnel from Northway Well and Pump Company are ready to start work as soon as equipment arrives.

Mr. Corrigan shared that each Board member received a letter from a customer questioning the usage of fluoride in the water treatment process that will require follow-up.

Adjournment – Meeting adjourned by unanimous consent.

4:47 p.m. adjourned