

**Des Moines Metropolitan Wastewater Reclamation Authority Board  
Tuesday, January 18, 2022 @ 1:30 P.M.**

**MEETING LOCATION:  
BURNHAM CONFERENCE ROOM  
DES MOINES METROPOLITAN PLANNING ORGANIZATION  
420 WATSON POWELL JR. WAY, SUITE #200  
DES MOINES, IOWA**

**MINUTES**

ITEM 1: Call to Order

Sara Kurovski called the meeting to order at 1:30 p.m.

ITEM 2: Roll Call

**Members in Attendance**

Vern Willey, Altoona\*  
Michael Schrock, Ankeny  
Joe Ruddy, Ankeny  
Angela McKenzie, Bondurant\*  
Michael McCoy, Clive  
Larry Goode, Cumming\*  
Frank Cownie, Des Moines\*  
Linda Westergaard, Des Moines  
Jim Sanders, Johnston\*  
Ed Kuhl, Norwalk\*  
Sara Kurovski, Pleasant Hill  
Chelsea Huisman, Polk City  
Joe Sassatelli, USSD  
John Garvey, UWHSD  
Tim Moerman, Waukee  
Jody Smith, West Des Moines\*  
Tom Hadden, West Des Moines\*

**Others in Attendance**

Scott Hutchens, Operating Contractor  
James Beck, Operating Contractor  
Patrick Brown, Operating Contractor  
Roxane Vaughan, Operating Contractor  
Ben Warren, Operating Contractor  
Kathy Vanderpool, Operating Contractor  
Matt Stoffel, PFM  
Sara Wendler, Brick Gentry  
Eric Boehlert, Ahlers & Cooney  
Elizabeth Burnett, Ahlers & Cooney  
Joe Frankl, HR Green  
Brian Bakke, HDR Engineering

\* Participated in the meeting via electronic means due to the fact that it was impractical or impossible to participate in the meeting in person due to health reasons or proximity to meeting location

ITEM 3: Approving Agenda, as Presented and/or as Amended

**Michael McCoy made a motion to approve the agenda as presented and/or as amended. Vern Willey seconded that motion. The motion carried.**

ITEM 4: Public Comment

None

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ITEM 5: APPROVING CONSENT AGENDA – Items 5 through 19:

**Tom Hadden made a motion to approve Items 5 through 18. Michael McCoy seconded that motion. The motion carried with a vote of 18-0. Members voted yea: Willey, Schrock, Ruddy, McKenzie, McCoy, Goode, Cownie, Westergaard, Sanders, Kuhl, Kurovski, Huisman, Giovannetti, Sassatelli, Garvey, Moerman, Smith and Hadden. Members voted nay: none.**

ITEM 6: Consideration of the Minutes of the December 21, 2021, meeting of the WRA Board - Action for Approval

ITEM 7: Receipt of the Minutes of the December 13, 2022, meeting of the WRA Organizational Assessment Committee - Action/Receive & File

ITEM 8: Receipt of the Minutes of the December 21, 2022, meeting of the WRA Finance Committee - Action/Receive & File

ITEM 9: Receipt of the Draft Minutes of the January 11, 2022, meeting of the WRA Technical Committee - Action/Receive & File

**APPROVING**

ITEM 10: Resolution Approving WRA Schedule of Bills for December 2021

ITEM 11: Resolution Approving WRA Communities’ 2021 Populations and Population Weighted Voting Proportional Assignments

**PUBLIC IMPROVEMENT**

ITEM 12: Resolution Approving and Authorizing Execution of Supplemental Agreement No. 3 to the Professional Services Agreement with HDR Engineering, Inc. for Additional Design, Bidding, and Construction Phase Services for the WRF Clarifier Improvements in an Amount not to Exceed \$484,880.00

ITEM 13: Resolution Ordering Construction of WRA Birdland Pump Station Improvements and Fixing a Date for Receiving of Bids on March 1, 2022 and Public Hearing on March 15, 2022, Engineer’s Estimate is \$15,344,000.00

ITEM 14: WRA Southern Tier Interceptor, Phase 10, Segment 24

A. Resolution Approving Design Flow for the WRA Southern Tier Interceptor, Phase 10, Segment 24

B. Resolution Ordering Construction of WRA Southern Tier Interceptor, Phase 10, Segment 24 and Fixing a Date for Receiving of Bids on February 1, 2022 and Public Hearing on February 15, 2022, Engineer’s Estimate is \$2,650,481.00

- ITEM 15: WRA Ingersoll Run Outlet, Phase 28, Segment 3
  - A. Resolution Approving Design Flow for the WRA Ingersoll Outlet, Phase 28, Segment 3
  - B. Resolution Ordering Construction of WRA Ingersoll Outlet, Phase 28, Segment 3 and Fixing a Date for Receiving of Bids on February 8, 2022 and Public Hearing on February 15, 2022, Engineer's Estimate is \$4,770,825.00
- ITEM 16: Resolution Accepting Completed Construction and Approving Final Payment for WRF Building 05 HVAC Improvements, Williams Brothers Construction
- ITEM 17: Resolution Accepting Completed Construction and Approving Final Payment for WRF Structure 05 Gate Replacement, Woodruff Construction
- ITEM 18: Resolution Accepting Completed Construction and Approving Final Payment for WRA Eastside Interceptor, Phase 27, Segment 8, Story Construction

**WRA DIRECTOR COMMUNICATIONS & REPORTS**

- ITEM 19: Resolution to Receive and File the Following Reports from the WRA Director
  - A. Change Order Register Report
  - B. Consultant Contracts Under \$100,000 Report
  - C. Construction Related Claim Settlements Report
  - D. Industrial Waste Ordinance Update
  - E. WRA Contract Status Update

\* \* \* \* \* END CONSENT AGENDA \* \* \* \* \*

**HEARINGS**

**HEARINGS**

- ITEM 20: Resolution Regarding Public Hearing to Review Anticipated Environmental Impact of the WRA Birdland Pump Station Improvements

Scott Hutchens introduced Joe Frankl from HR Green, Inc. who provided an overview of the project at the hearing. Joe explained the purpose of the hearing and how the hearing relates to the Environmental Review process.

**Linda Westergaard made a motion to approve Item 20. Michael McCoy seconded that motion. The motion carried with a vote of 18-0. Members voted yea: Willey, Schrock, Ruddy, McKenzie, McCoy, Goode, Cownie, Westergaard, Sanders, Kuhl, Kurovski, Huisman, Giovannetti, Sassatelli, Garvey, Moerman, Smith and Hadden. Members voted nay: none.**

**APPROVING**

- ITEM 21: Resolution to Elect WRA Board Officers, Designate WRA Executive Committee Members and Elect a WRA Executive Committee Member

No discussion on the item took place.

**Tom Hadden made a motion to approve Item 21. Tim Moerman seconded that motion. The motion carried with a vote of 18-0. Members voted yea: Willey, Schrock, Ruddy, McKenzie, McCoy, Goode, Cownie, Westergaard, Sanders, Kuhl, Kurovski, Huisman, Giovannetti, Sassatelli, Garvey, Moerman, Smith and Hadden. Members voted nay: none.**

ITEM 22: Resolution Setting Date of Public Hearing on the Proposed WRA Budget for Fiscal Year 2023 and the Amended Budget for Fiscal Year 2022 for 1:30 PM, February 15, 2022 at the Des Moines Metropolitan Planning Organization, 420 Watson Powell Jr. Way, Suite #200, Des Moines, Iowa

Scott Hutchens noted that the item was setting the date and time for the hearing and that the budget would be discussed in more detail under Item 23.

**Frank Cownie made a motion to approve Item 22. Joe Ruddy seconded that motion. The motion carried with a vote of 18-0. Members voted yea: Willey, Schrock, Ruddy, McKenzie, McCoy, Goode, Cownie, Westergaard, Sanders, Kuhl, Kurovski, Huisman, Giovannetti, Sassatelli, Garvey, Moerman, Smith and Hadden. Members voted nay: none.**

## OTHER ITEMS

ITEM 23: Preliminary Information on WRA Budget for Fiscal Year 2022-2023

Scott Hutchens noted the Operating Contractor was continuing to finalize the CIP and Operations and Maintenance budget for Fiscal Year 2022-2023. Roxane Vaughan noted the WRA had a bond refunding which created a decrease in the debt service needed for this year so all members bills will be lowered with the amended budget. She noted that she and Matt Stoffel were continuing to work through the debt service. Scott Hutchens noted there would be a short presentation next month regarding the budget.

Sara Kurovski asked that the new WRA Board Members introduce themselves and Michael Schrock and Joe Ruddy with Ankeny, and Ed Kuhl with Norwalk introduced themselves. Scott Hutchens mentioned that a new WRA Board Member orientation will be held in the future.

Scott Hutchens gave an update on the WRA-owned property which DART was looking at purchasing for their future maintenance facility. He noted that DART has indicated that they are no longer going to be purchasing the property due to some archaeological concerns with the property.

ITEM 24: Other Business

ITEM 25: Adjourn

Vern Willey made a motion to adjourn. Chelsea Huisman seconded that motion and the motion carried. Meeting adjourned at 1:55 PM