

**Des Moines Metropolitan Wastewater Reclamation Authority Board
Tuesday, February 18, 2020 @ 1:30 P.M.
Meeting Minutes**

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

ITEM 1: Call to Order

Paul Moritz, Chair, called the February 18, 2020, WRA Board meeting to order at 1:30 p.m.

ITEM 2: Roll Call

WRA Board Representatives/Alternates in Attendance

Paul Moritz, Ankeny
Bob Peffer, Bondurant
Michael McCoy, Clive
Joe Gatto, Des Moines
Linda Westergaard, Des Moines
Frank Cownie, Des Moines
David Selby, Greenfield Plaza
Jim Sanders, Johnston
Sara Kurovski, Pleasant Hill
Chelsea Huisman, Polk City
Joe Sassatelli, USSD
Joe Garvey, UWHSD
Tim Stiles, West Des Moines
Tom Hadden, West Des Moines

Others in Attendance

Scott Hutchens, Operating Contractor
Kathy Vanderpool, Operating Contractor
James Beck, Operating Contractor
Tina Grove, Operating Contractor
Jonathan Gano, Operating Contractor
Roxane Vaughan, Operating Contractor
Joyce Hendrix, Greenfield Plaza
Paul Drey, Brick Gentry, P.C.
Larry Hare, Operating Contractor
Malcolm Hankins, Des Moines
Shay Willis, Operating Contractor
David Derong, Operating Contractor
Matthew Stoffel, PFM
Eric Boehlert, Ahlers & Cooney
Clifford Leonard, Polk City Resident

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

Moved by Gatto to approve the agenda as Presented. Motion carried 13-0. The following members voted yea on Item No. 3: Moritz, Peffer, Gatto, Westergaard, Selby, J. Sanders, Kurovski, Huisman, McCoy, Garvey, Sassatelli, Stiles, Hadden. The following members voted nay: None. Absent: Willey, Cownie, Perry, Moerman, Giovannetti, Goode, Schwartz.

ITEM 4: Public Comment

None

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Note: These are routine items and will be enacted by one roll call vote without separate discussion unless someone, Board or public, requests an item be removed to be considered separately.

ITEM 5: APPROVING CONSENT AGENDA – Items 5 through 17:

Moved by Gatto to approve the Consent Agenda, Item Nos. 5 through 17. Motion carried 14-0. The following members voted yea on Item No. 5: Moritz, Peffer, Cownie (arrived at 1:31 p.m.), Gatto, Westergaard, Selby, J. Sanders, Kurovski, Huisman, McCoy, Garvey, Sassatelli, Stiles, Hadden. The following members voted nay: None. Absent: Willey, Perry, Moerman, Giovannetti, Goode, Schwartz.

ITEM 6: Consideration of the Minutes of the January 21, 2020, meeting of the WRA Board - Action for Approval

ITEM 7: Receipt of the Minutes of the January 14, 2020, meeting of the WRA Technical Committee - Action/Receive & File

ITEM 8: Receipt of the Minutes of the February 6, 2020, meeting of the WRA Insurance Subcommittee - Action/Receive & File

ITEM 9: Receipt of the Draft Minutes of the February 11, 2020, meeting of the WRA Technical Committee - Action/Receive & File

APPROVING

20-14 ITEM 10: Resolution Approving WRA Schedule of Bills for January 2020

20-15 ITEM 11: Resolution Approving and Authorizing Execution of a 28E Agreement Between the City of West Des Moines, Iowa and the Des Moines Metropolitan Wastewater Reclamation Authority for Agreement for Conservation on WRA Sugar Creek Sponsored Project Improvements – Phase 1

LAND/PROPERTY TRANSACTIONS

20-16 ITEM 12: Resolution Accepting Easements for Conservation in West Des Moines, Iowa from the City of West Des Moines and Michael’s Landing Owner’s Association for the WRA Sugar Creek Sponsored Project Improvements – Phase 1

PUBLIC IMPROVEMENT

- 20-17** ITEM 13: Resolution Approving and Authorizing Execution of Supplemental Agreement No. 4 to the Professional Services Agreement with Veenstra & Kimm, Inc. for Additional Construction Phase Services Associated with the WRA Eastside Interceptor, Phase 27, Segment 4A Project in an Amount not to Exceed \$169,774.00
- 20-18** ITEM 14: Resolution Ordering Construction of WRF Clarifier Improvements and Fixing a Date for Receiving of Bids on March 31, 2020 and Public Hearing on April 21, 2020, Engineer's Estimate is \$13,410,000.00
- 20-19** ITEM 15: Resolution Authorizing Submission of a Water Resource Restoration Sponsored Project Amended Application to the Iowa Department of Natural Resources
- 20-20** ITEM 16: Resolution Accepting Completed Construction and Approving Final Payment for WRF Trickling Filter Removal – Phase 1, Synergy Contracting, LLC

WRA DIRECTOR COMMUNICATIONS & REPORTS

- 20-21** ITEM 17: 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 * * * * *

APPROVING

- 20-22** ITEM 18: Designation of Lowest Responsive, Responsible Bidder as RW Excavating Solutions, LC, Dan E. Wilson, Managing Member, \$1,973,926.00; Approval of Contract and Bond on WRA Sugar Creek Sponsored Project Improvements – Phase 1, \$1,973,926.00

Scott Hutchens announced that the Operating Contractor's Staff and the City of West Des Moines have resolved the easement acquisition issues and the project is ready to move forward. At the February 11, 2020 meeting, the WRA Technical Committee recommended awarding a contract to RW Excavating Solutions. Scott thanked Tom Hadden, Brian Hemesath, and all others involved for helping on this issue.

Moved by Hadden to approve Item No. 18. Motion carried 14-0. The following members voted yea on Item No. 18: Moritz, Peffer, Cownie, Gatto, Westergaard, Selby, J. Sanders, Kurovski, Huisman, McCoy, Garvey, Sassatelli, Stiles, Hadden. The following members voted nay: None. Absent: Willey, Perry, Moerman, Giovannetti, Goode, Schwartz.

HEARINGS

- 20-23** ITEM 19: Public Hearing on the Plans, Specifications, Form of Contract Documents, and Engineer's Estimate on WRF Flood Improvements; Reject All Bids

Hearing Opened at 1:34 p.m.

Scott Hutchens reported that all Bids should be rejected and WRA would be rebidding the project soon.

Hearing Closed at 1:35 p.m.

Moved by Cownie to approve Item No. 19. Motion carried 14-0. The following members voted yea on Item No. 19: Moritz, Peffer, Cownie, Gatto, Westergaard, Selby, J. Sanders, Kurovski, Huisman, McCoy, Garvey, Sassatelli, Stiles, Hadden. The following members voted nay: None. Absent: Willey, Perry, Moerman, Giovannetti, Goode, Schwartz. Absent: Willey, Perry, Moerman, Giovannetti, Goode, Schwartz.

20-24 ITEM 20: Resolution Regarding Public Hearing and Approval of Des Moines Metropolitan Wastewater Reclamation Authority Amended Current Fiscal Budget 2019-2020 and Des Moines Metropolitan Wastewater Reclamation Authority Fiscal Budget 2020-2021

Hearing Opened at 1:35 p.m.

Scott Hutchens informed group that the budget includes revenue offsets from the industrial pretreatment program which brought in the highest revenues to date, biogas sales, and prior year credits. Roxane Vaughn referred to the letter from the WRA director in the board packet and gave an overview of the Amended Current Fiscal Budget 2019-2020 and Des Moines Metropolitan Wastewater Reclamation Authority Fiscal Budget 2020-2021.

Chelsea Huisman asked a question about what makes up the percentage of the amount being collected from the Communities. Matt Stoffel replied that he would go over the process of how the amount being collected from the Cities is figured. Sara Kurovski asked that the budget be posted on the WRA website. Roxane replied that budget will be posted on the new site as soon as it goes live.

Moved by Gatto to close the hearing. Motion carried 14-0. The following members voted yea to close the hearing: Moritz, Peffer, Cownie, Gatto, Westergaard, Selby, J. Sanders, Kurovski, Huisman, McCoy, Garvey, Sassatelli, Stiles, Hadden. The following members voted nay: None. Absent: Willey, Perry, Moerman, Giovannetti, Goode, Schwartz.

Hearing Closed at 1:43 p.m.

Moved by Kurovski to approve Item No. 20. Motion carried 14-0. The following members voted yea on Item No. 20: Moritz, Peffer, Cownie, Gatto, Westergaard, Selby, J. Sanders, Kurovski, Huisman, McCoy, Garvey, Sassatelli, Stiles, Hadden. The following members voted nay: None. Absent: Willey, Perry, Moerman, Giovannetti, Goode, Schwartz.

OTHER ITEMS

ITEM 21: WRA Website Preview

Scott Hutchens gave an overview of the new WRA Website, highlighting the location of Board Packets, department contacts, and FOG information, for the WRA Board members.

ITEM 22: WRA Strategic Plan Update

Scott Hutchens referred to the handout that was in the Board Packet and informed the Board that this is the WRA Quarterly report ending December 31, 2019 for the strategic plan implementation which is a five-year plan. Scott gave an update on the progress that has been made in implementing the strategies in each area.

Joe Garvey asked for an update on the Biogas Project. Scott Hutchens reported that the project is almost complete. Staff along with EcoEngineers (Consultant) is reviewing three agreements.

ITEM 23: Other Business

none

ITEM 24: Adjourn

Meeting Adjourned at 2:01 p.m.