

**NOTICE OF MEETING**  
**Des Moines Metropolitan Wastewater Reclamation Authority Board**  
**Tuesday, December 19, 2023 @ 1:30 P.M.**

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

**AGENDA**

- ITEM 1: Call to Order
- ITEM 2: Roll Call
- ITEM 3: Approving Agenda, as Presented and/or as Amended
- ITEM 4: Public Comment

\* \* \* \* \*

**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 14:
- ITEM 6: Consideration of the Minutes of the November 21, 2023, meeting of the WRA Board - Action for Approval
- ITEM 7: Receipt of the Minutes of the November 14, 2023, meeting of the WRA Technical Committee - Action/Receive & File
- ITEM 8: Receipt of the Draft Minutes of the December 12, 2023, meeting of the WRA Technical Committee - Action/Receive & File

**APPROVING**

- 23-110** ITEM 9: Resolution Approving WRA Schedule of Bills for November 2023
- 23-111** ITEM 10: Resolution Approving and Accepting the Purchase of Two (2) Replacement Trucks from Stew Hansen Dodge City at a Total Cost of \$100,091.00, and Approving Use of State of Iowa Contract No. MA 23052
- 23-112** ITEM 11: Resolution Setting Date of Hearing for Conveyance of a Surface Flowage Easement to Warren County
- 23-113** ITEM 12: Resolution Approving Increase in Authorized Amount for Gary Cohen Environmental Firm for Representation of the WRA on Issues Arising Under the Clean Water Act

**PUBLIC IMPROVEMENT**

- 23-114** ITEM 13: Resolution Setting Hearing on the Intent to Acquire Agricultural and Other Property for Sanitary Sewer Improvements and Authorize Acquisition of the Necessary Property

Interests Thereof from Various Property Owners for the WRF Flowmeter Improvements  
2023 Project by Gift, Negotiation, or Eminent Domain

**WRA DIRECTOR COMMUNICATIONS & REPORTS**

- 23-115** ITEM 14: 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
  - F. Dickinson-Bradshaw Merger Letter

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

**OTHER ITEMS**

ITEM 15: Other Business

ITEM 16: Adjourn

**The Des Moines Metropolitan Wastewater Reclamation Authority Board Meetings are open to all individuals regardless of disability. To better serve you, please notify us at least three business days in advance when possible at 515-323-8000 should special accommodations be required.**

**\*\*\*Next Regular Meeting Scheduled for\*\*\***

**1:30 PM, Tuesday, January 16, 2024**

**Burnham Conference Room, Des Moines Area Metropolitan Planning Organization (MPO)**  
**420 Watson Powell Jr. Way, Suite #200, Des Moines, IA 50309**

WRA Board Resolution No. 23 - 110

Agenda Item Number

Date: December 19, 2023

9

**RESOLUTION APPROVING WRA SCHEDULE OF BILLS FOR NOVEMBER 2023**

**WHEREAS**, the Schedule of Bills is a listing of bills allowed for the given month, transfer of funds to the sinking fund for debt servicing, advances for projects funded with SRF draws, and other transfers necessary to the WRA; and

**WHEREAS**, the WRA Director has certified the expenditures for November 2023 and submits the Schedule of Bills to the WRA Board for approval.

**NOW THEREFORE BE IT RESOLVED BY THE BOARD OF THE DES MOINES METROPOLITAN WASTEWATER RECLAMATION AUTHORITY:**

That the WRA Schedule of Bills for November 2023 is hereby approved.

Moved by Cownie to adopt.

| AGENCY ACTION | YEAS | NAYS | PASS | ABSENT |
|---------------|------|------|------|--------|
| Kurovski      | X    |      |      |        |
| Duer          | X    |      |      |        |
| Schrock       | X    |      |      |        |
| Ruddy         |      |      |      | X      |
| Driscoll      | X    |      |      |        |
| McCoy         | X    |      |      |        |
| Goode         | X    |      |      |        |
| Cownie        | X    |      |      |        |
| Gatto         | X    |      |      |        |
| Westergaard   | X    |      |      |        |
| Selby         |      |      |      | X      |
| DePhillips    | X    |      |      |        |
| Pogge-Weaver  | X    |      |      |        |
| Lester        | X    |      |      |        |
| Huisman       | X    |      |      |        |
| Giovannetti   | X    |      |      |        |
| Drey          | X    |      |      |        |
| Garvey        | X    |      |      |        |
| Deets         | X    |      |      |        |
| Hadden        | X    |      |      |        |
| Smith         | X    |      |      |        |
| TOTAL         | 19   | 0    | 0    | 2      |


CERTIFICATE

I, Chelsea Huisman, Secretary of the Board of the Des Moines Metropolitan Wastewater Reclamation Authority (WRA), hereby certify that at a meeting of the WRA Board, held on the above date, among other proceedings the above was adopted.

IN WITNESS WHEREOF, I have hereunto set my hand the day and year first above written.

DocuSigned by:  
  
 Chelsea Huisman, Secretary  
 62E7B9C9D312490...

MOTION CARRIED APPROVED

DocuSigned by:  
  
 Sara Kurovski, Chair

**WRA Board Resolution No. 23 - 111**

**Agenda Item Number**

**Date: December 19, 2023**

10

**RESOLUTION APPROVING AND ACCEPTING THE PURCHASE OF TWO (2) REPLACEMENT TRUCKS FROM STEW HANSEN DODGE CITY AT A TOTAL COST OF \$100,091.00, AND APPROVING USE OF STATE OF IOWA CONTRACT NO. MA 23052**

WHEREAS, the Operating Contractor's staff requested the Finance Department, Procurement Division to issue a purchase order for two (2) replacement trucks used by Plant Field Services Department to transport personnel, equipment, and supplies to the different buildings and structures at the WRF, WRA Pump Stations, and farm fields; and

WHEREAS, the Procurement Administrator has determined that such replacement trucks have been competitively bid and are available from Stew Hansen Dodge City, 12103 Hickman Rd, Urbandale, IA 50323 per State of Iowa Contract MA 23052; and

WHEREAS, Municipal Code Section 2-726 (k) provides for the purchase of goods or services from contracts and supply schedules established by the State of Iowa Department of General Services, the Iowa Department of Transportation, or the Iowa Communications Network pursuant to procedures established by chapter 8A Code of Iowa and rules and regulations promulgated there under, without confirming to the competitive bidding requirements of the Procurement Division; and

WHEREAS, funding in the amount of \$100,091.00 for two (2) replacement trucks is available from WR800807 WRF Plant Field Services.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE DES MOINES METROPOLITAN WASTEWATER RECLAMATION AUTHORITY:**

1. That the purchase of two (2) replacement trucks from Stew Hansen Dodge City at a total cost of \$100,091.00 per State of Iowa Contract MA 23052 is hereby accepted and approved.

WRA Board Resolution No. 23 - 111

Agenda Item Number

Date: December 19, 2023

10

Moved by Cownie to adopt.

| AGENCY ACTION | YEAS | NAYS | PASS | ABSENT |
|---------------|------|------|------|--------|
| Kurovski      | X    |      |      |        |
| Duer          | X    |      |      |        |
| Schrock       | X    |      |      |        |
| Ruddy         |      |      |      | X      |
| Driscoll      | X    |      |      |        |
| McCoy         | X    |      |      |        |
| Goode         | X    |      |      |        |
| Cownie        | X    |      |      |        |
| Gatto         | X    |      |      |        |
| Westergaard   | X    |      |      |        |
| Selby         |      |      |      | X      |
| DePhillips    | X    |      |      |        |
| Pogge-Weaver  | X    |      |      |        |
| Lester        | X    |      |      |        |
| Huisman       | X    |      |      |        |
| Giovannetti   | X    |      |      |        |
| Drey          | X    |      |      |        |
| Garvey        | X    |      |      |        |
| Deets         | X    |      |      |        |
| Hadden        | X    |      |      |        |
| Smith         | X    |      |      |        |
| TOTAL         | 19   | 0    | 0    | 2      |

CERTIFICATE

I, Chelsea Huisman, Secretary of the Board of the Des Moines Metropolitan Wastewater Reclamation Authority (WRA), hereby certify that at a meeting of the WRA Board, held on the above date, among other proceedings the above was adopted.

IN WITNESS WHEREOF, I have hereunto set my hand the day and year first above written.

DocuSigned by:

*Chelsea Huisman*

, Secretary

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MOTION CARRIED

APPROVED

DocuSigned by:

*Sara Kurovski*

Sara Kurovski, Chair

**WRA Board Resolution No. 23 - 112**

**Agenda Item Number**

**Date: December 19, 2023**

**11**

**RESOLUTION SETTING DATE OF HEARING FOR CONVEYANCE OF A  
SURFACE FLOWAGE EASEMENT TO WARREN COUNTY**

**WHEREAS**, Warren County is presently undertaking a bridge replacement project for a bridge that crosses the North River; and

**WHEREAS**, Warren County's new proposed bridge design will reduce the existing floodway, but the design will not meet the IDNR's preferred floodway requirements; and

**WHEREAS**, in order for the proposed bridge project to be approved by IDNR, Warren County is required to obtain Flowage Easements in the areas between the preferred flood way and the proposed flood way; and

**WHEREAS**, Warren County, Iowa has requested an easement area for all activities related to the purpose of a surface water flowage easement, the perpetual right, power, privilege, and easement to overflow, flood, and submerge a portion of property owned by the WRA; and

**WHEREAS**, the WRA and the public will not be inconvenienced by the conveyance of said Easement as requested by Warren County.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of the Des Moines Metropolitan Wastewater Reclamation Authority, as follows:

1. The WRA, proposes to convey a permanent Flowage Easement to Warren County:
2. A public hearing shall be held on January 16, 2024 at 1:30 p.m. in the Burnham Conference Room of the Metropolitan Planning Organization at 420 Watson Powell Jr. Way, Suite 200, Des Moines, Iowa. At that time the Board of the Des Moines Metropolitan Wastewater Reclamation Authority will consider the above-described proposal and any other(s) submitted prior to or during the public hearing.
3. The Board Secretary is hereby authorized and directed to publish notice of said proposal and hearing in the form hereto attached, all in accordance with Section 362.3 of the Iowa Code.

WRA Board Resolution No. 23 - 112

Agenda Item Number

Date: December 19, 2023

11

Moved by Cownie to adopt.

| AGENCY ACTION | YEAS      | NAYS     | PASS     | ABSENT   |
|---------------|-----------|----------|----------|----------|
| Kurovski      | X         |          |          |          |
| Duer          | X         |          |          |          |
| Schrock       | X         |          |          |          |
| Ruddy         |           |          |          | X        |
| Driscoll      | X         |          |          |          |
| McCoy         | X         |          |          |          |
| Goode         | X         |          |          |          |
| Cownie        | X         |          |          |          |
| Gatto         | X         |          |          |          |
| Westergaard   | X         |          |          |          |
| Selby         |           |          |          | X        |
| DePhillips    | X         |          |          |          |
| Pogge-Weaver  | X         |          |          |          |
| Lester        | X         |          |          |          |
| Huisman       | X         |          |          |          |
| Giovannetti   | X         |          |          |          |
| Drey          | X         |          |          |          |
| Garvey        | X         |          |          |          |
| Deets         | X         |          |          |          |
| Hadden        | X         |          |          |          |
| Smith         | X         |          |          |          |
| <b>TOTAL</b>  | <b>19</b> | <b>0</b> | <b>0</b> | <b>2</b> |

CERTIFICATE

I, **Chelsea Huisman**, Secretary of the Board of the Des Moines Metropolitan Wastewater Reclamation Authority (WRA), hereby certify that at a meeting of the WRA Board, held on the above date, among other proceedings the above was adopted.

IN WITNESS WHEREOF, I have hereunto set my hand the day and year first above written.

DocuSigned by:

*Chelsea Huisman*

, Secretary

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MOTION CARRIED

APPROVED

DocuSigned by:

*Sara Kurovski*

Sara Kurovski, Chair

**WRA Board Resolution No. 23 - 113**

**Agenda Item Number**

**Date: December 19, 2023**

12

**RESOLUTION APPROVING INCREASE IN AUTHORIZED AMOUNT  
FOR GARY COHEN ENVIRONMENTAL FIRM FOR REPRESENTATION  
OF THE WRA ON ISSUES ARISING UNDER THE CLEAN WATER ACT**

**WHEREAS**, the WRA retained Hall & Associates for representation for issues arising under the Clean Water Act by WRA Board Resolution No. 17-144 and the City by Roll Call No. 18-1254; and

**WHEREAS**, City by Roll Call No. 21-0697 approved the transfer of representation from Hall & Associates to Gary Cohen Environmental Firm; and

**WHEREAS**, the WRA Board by Resolution No. 21-34 approved the transfer of representation from Hall & Associates to Gary Cohen Environmental Firm with a not to exceed amount; and

**WHEREAS**, the WRA Board by Resolution No. 22-146 on December 20, 2022 approved an increase in the not to exceed amount of services and out of pocket expenditures to \$60,000.

**WHEREAS**, the WRA Board by Resolution No. 23-50 on June 20, 2023 approved an increase in the not to exceed amount of services and out of pocket expenditures to \$120,000.

**NOW THEREFORE BE IT RESOLVED BY THE DES MOINES METROPOLITAN  
WASTEWATER RECLAMATION AUTHORITY:**

That it hereby increases the not to exceed amount for services and out of pocket expenditures to \$170,000 for the Gary Cohen Environmental Firm.



**WRA Board Resolution No. 23 - 113**

**Agenda Item Number**

**Date: December 19, 2023**

12

Moved by Cownie to adopt.

| AGENCY ACTION | YEAS      | NAYS     | PASS     | ABSENT   |
|---------------|-----------|----------|----------|----------|
| Kurovski      | X         |          |          |          |
| Duer          | X         |          |          |          |
| Schrock       | X         |          |          |          |
| Ruddy         |           |          |          | X        |
| Driscoll      | X         |          |          |          |
| McCoy         | X         |          |          |          |
| Goode         | X         |          |          |          |
| Cownie        | X         |          |          |          |
| Gatto         | X         |          |          |          |
| Westergaard   | X         |          |          |          |
| Selby         |           |          |          | X        |
| DePhillips    | X         |          |          |          |
| Pogge-Weaver  | X         |          |          |          |
| Lester        | X         |          |          |          |
| Huisman       | X         |          |          |          |
| Giovannetti   | X         |          |          |          |
| Drey          | X         |          |          |          |
| Garvey        | X         |          |          |          |
| Deets         | X         |          |          |          |
| Hadden        | X         |          |          |          |
| Smith         | X         |          |          |          |
| <b>TOTAL</b>  | <b>19</b> | <b>0</b> | <b>0</b> | <b>2</b> |

**CERTIFICATE**

**I, Chelsea Huisman, Secretary of the Board of the Des Moines Metropolitan Wastewater Reclamation Authority (WRA), hereby certify that at a meeting of the WRA Board, held on the above date, among other proceedings the above was adopted.**

**IN WITNESS WHEREOF, I have hereunto set my hand the day and year first above written.**

DocuSigned by:

*Chelsea Huisman*

, Secretary

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MOTION CARRIED

APPROVED

DocuSigned by:

*Sara Kurovski*

Sara Kurovski, Chair

WRA Board Resolution No. 23- 114

Agenda Item Number

Date December 19, 202313

**RESOLUTION SETTING HEARING ON THE INTENT TO ACQUIRE  
AGRICULTURAL AND OTHER PROPERTY FOR SANITARY SEWER  
IMPROVEMENTS AND AUTHORIZE ACQUISITION OF THE NECESSARY  
PROPERTY INTERESTS THEREOF FROM VARIOUS PROPERTY OWNERS  
FOR THE WRA FLOW METER IMPROVEMENTS 2023 PROJECT BY GIFT,  
NEGOTIATION, OR EMINENT DOMAIN**

**WHEREAS**, under the provisions of Chapter 6B of the Iowa Code, a governmental entity which proposes to acquire agricultural land under power of eminent domain for a public improvement project is required to give notice of intent to commence the public improvement project and notice of a public hearing to all owners and contract purchasers of record of such agricultural land that may be the subject of condemnation, at least thirty (30) days prior to the date of the public hearing at which an opportunity is provide for pubic input regarding the public improvement project (see Sections 6A.21(a) and 6B.2A of the Iowa Code); and

**WHEREAS**, under the provisions of Section 6B.2D of the Iowa Code, an acquiring agency is also required to give notice of a proposed resolution, motion, or other document authorizing acquisition of property by eminent domain to each property owner, contract purchaser of record and any tenant known to be occupying the property at least fourteen (14) days prior to the date of the meeting at which such proposed authorization will be considered; and

**WHEREAS**, on February 21, 2023, under Resolution No. 23-21, the WRA Board approved the 2023-24 Capital Improvements Program, which included the WRA Flow Meter Improvements, which is further described as follows:

The WRA Flow Meter Improvements 2023 includes the installation of flow meters on existing sanitary sewer lines at various locations in order to monitor flows for billing and operational purposes.

Such project to be funded as proposed and stated on the WRA Board Staff Summary Sheet; and

**WHEREAS**, a plat has been prepared which shows this proposed improvement and identifies the proposed properties with any potential for any form of property acquisition activity; i.e. temporary construction easements, permanent easements, and fee simple interests; and

**WHEREAS**, in accordance with Sections 6B.2A and 6B.2D of the Code of Iowa, before the WRA can proceed with said project that affects agricultural and other property, the WRA Board must:

- (a) Hold a public hearing giving persons interested in the proposed project the opportunity to present their views and objections regarding the project, and

**WRA Board Resolution No. 23- 114****Agenda Item Number****Date December 19, 2023****13**

regarding the proposed acquisition of agricultural and other property for the project by gift, negotiation or eminent domain.

- (b) Adopt a resolution to approve the project and authorize acquisition of private agricultural and other property for the project by eminent domain.
- (c) Mail notices of the public hearing to each property owner and contract purchaser of record whose agricultural property may be acquired by condemnation, as required by Iowa Code Sections 6B.2A, and mail notices of the proposed resolution, motion, or other document authorizing acquisition of property by eminent domain to each property owner, contract purchaser of record, and any tenant known to be occupying the proposed property to be acquired, as required by Iowa Code Sections 6B.2D, and publish notice as specified in the Iowa Code 6B. 2A.

**NOW, THEREFORE, BE IT RESOLVED BY THE WRA BOARD OF THE DES MOINES METROPOLITAN WASTEWATER RECLAMATION AUTHORITY:**

1. That a public hearing shall be held on February 20, 2024 at 1:30 P.M. during the WRA Board Meeting in the Burnham Conference Room of the Des Moines Metropolitan Planning Organization, 420 Watson Powell Jr. Way, Suite #200, Des Moines, Iowa. At that time, the WRA Board will consider the above-described project, the intent to fund the design and make final route selection for the public improvement, and whether to approve acquisition of private agricultural and other property for this public improvement by gift, negotiation or eminent domain.
2. That the WRA Board Clerk is hereby instructed to cause notice to be published and mailed as required by law of the pendency of this resolution and of the time and place of the hearing at which persons interested in the proposed project may present their views and objections regarding the acquisition of private agricultural and other property for the project by gift, negotiation or eminent domain, said Notices to be in substantially the attached forms.

WRA Board Resolution No. 23- 114

Agenda Item Number

Date December 19, 2023

13

Moved by Cownie to adopt.

| AGENCY ACTION | YEAS | NAYS | PASS | ABSENT |
|---------------|------|------|------|--------|
| Kurovski      | X    |      |      |        |
| Duer          | X    |      |      |        |
| Schrock       | X    |      |      |        |
| Ruddy         |      |      |      | X      |
| Driscoll      | X    |      |      |        |
| McCoy         | X    |      |      |        |
| Goode         | X    |      |      |        |
| Cownie        | X    |      |      |        |
| Gatto         | X    |      |      |        |
| Westergaard   | X    |      |      |        |
| Selby         |      |      |      | X      |
| DePhillips    | X    |      |      |        |
| Pogge-Weaver  | X    |      |      |        |
| Lester        | X    |      |      |        |
| Huisman       | X    |      |      |        |
| Giovannetti   | X    |      |      |        |
| Drey          | X    |      |      |        |
| Garvey        | X    |      |      |        |
| Deets         | X    |      |      |        |
| Hadden        | X    |      |      |        |
| Smith         | X    |      |      |        |
| TOTAL         | 19   | 0    | 0    | 2      |

CERTIFICATE

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DocuSigned by:

*Chelsea Huisman*

, Secretary

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MOTION CARRIED

APPROVED

DocuSigned by:

*Sara Kurovski*

Sara Kurovski, Chair

WRA Board Resolution No. 23 - 115

Agenda Item Number

Date: December 19, 2023

14

**RESOLUTION TO RECEIVE AND FILE THE FOLLOWING  
REPORTS FROM THE WRA DIRECTOR**

**BE IT RESOLVED BY THE WRA BOARD OF THE DES MOINES METROPOLITAN  
WASTEWATER RECLAMATION AUTHORITY:**

That the Board Clerk is hereby directed to receive and file the following attached 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
- F. Dickinson-Bradshaw Merger Letter

Moved by Cownie to adopt

| AGENCY ACTION | YEAS | NAYS | PASS | ABSENT |
|---------------|------|------|------|--------|
| Kurovski      | X    |      |      |        |
| Duer          | X    |      |      |        |
| Schrock       | X    |      |      |        |
| Ruddy         |      |      |      | X      |
| Driscoll      | X    |      |      |        |
| McCoy         | X    |      |      |        |
| Goode         | X    |      |      |        |
| Cownie        | X    |      |      |        |
| Gatto         | X    |      |      |        |
| Westergaard   | X    |      |      |        |
| Selby         |      |      |      | X      |
| DePhillips    | X    |      |      |        |
| Pogge-Weaver  | X    |      |      |        |
| Lester        | X    |      |      |        |
| Huisman       | X    |      |      |        |
| Giovannetti   | X    |      |      |        |
| Drey          | X    |      |      |        |
| Garvey        | X    |      |      |        |
| Deets         | X    |      |      |        |
| Hadden        | X    |      |      |        |
| Smith         | X    |      |      |        |
| TOTAL         | 19   | 0    | 0    | 2      |

CERTIFICATE

I, Chelsea Huisman, Secretary of the Board of the Des Moines Metropolitan Wastewater Reclamation Authority (WRA), hereby certify that at a meeting of the WRA Board, held on the above date, among other proceedings the above was adopted.

IN WITNESS WHEREOF, I have hereunto set my hand the day and year first above written.

DocuSigned by:

*Chelsea Huisman*

Secretary

62E7B9C9D312490...

MOTION CARRIED

APPROVED

DocuSigned by:

*Sara Kurovski*

Sara Kurovski, Chair