

**NOTICE OF MEETING**  
**Des Moines Metropolitan Wastewater Reclamation Authority Board**  
**Tuesday, February 16, 2021 @ 1:30 P.M.**

**MEETING LOCATION:**  
**ADMINISTRATION BUILDING**  
**WASTEWATER RECLAMATION FACILITY**  
**3000 VANDALIA ROAD**  
**DES MOINES, IOWA**

*Iowa Code Section 21.4 requires that each Des Moines Metropolitan Wastewater Reclamation Authority meeting shall be held at a place reasonably accessible to the public and at a time reasonably convenient to the public, unless for good cause such a place or time is impossible or impracticable. Given Section One of the Governor's February 5, 2021 Proclamation strongly encouraging vulnerable Iowans to limit participation in gatherings of any size and any purpose during the COVID19 outbreak and further given Section 108 the Governor's February 5, 2021 Proclamation suspending the regulatory provisions of Iowa Code §§ 21.8, 26.12, and 414.12, or any other statute imposing a requirement to hold a public meeting or hearing, the Des Moines Metropolitan Wastewater Reclamation Authority has determined that a meeting at a physical place is impossible or impracticable and all Board meetings for the time being will be conducted electronically with the public allowed to attend per the instructions on this agenda. Meeting minutes will continue to be provided per the WRA's normal course of business.*

**MINUTES**

ITEM 1: Call to Order

Paul Moritz, Board Chair, called the February 16, 2021 meeting to order at 1:32 P.M.

ITEM 2: Roll Call

**Board Members in Attendance**

Paul Moritz, Ankeny

Angela McKenzie, Bondurant\*

Michael McCoy, Clive\*

Frank Cownie, Des Moines\*

Linda Westergaard, Des Moines\*

Pam Cooksey, Des Moines\*

Jim Sanders, Johnston\*

Sara Kurovski, Pleasant Hill\*

Chelsea Huisman, Polk City\*

E.J. Giovannetti, Polk County\*

Joe Sassatelli, Urbandale Sanitary Sewer District\*

Tim Moerman, Waukee\*

Jody Smith, West Des Moines\*

**Others in Attendance**

James Beck, Operating Contractor

Scott Hutchens, Operating Contractor

Roxane Vaughan, Operating Contractor

Kathy Vanderpool, Operating Contractor\*

Lindze Pogue, Operating Contractor  
Brian Bakke, HDR\*  
Jon Burmeister, PFM\*  
Sara Wendler, Brick Gentry\*  
Matt Stoffel, PFM\*  
Eric Boehlert, Ahlers & Cooney\*  
Nick Schaul, Operating Contractor\*  
Kyle Wilson, Operating Contractor\*

\* Participated in the meeting via telephone due to the fact that it was impractical or impossible to participate in the meeting in person.

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

**Frank Cownie made the motion to approve the agenda as presented and/or amended. Jody Smith seconded the motion. The motion carries. All in favor.**

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 15:

Scott Hutchens requested to pull Items 13 and 15F for discussion.

**Michael McCoy made a motion to approve consent agenda Items 5 through 15, with exception to Item 13 and Item 15F. Frank Cownie seconded the motion. The motion carries with a vote of 13-0. Members voted yea: Mortiz, McKinzie, McCoy, Cownie, Westergaard, Cooksey, Sanders, Kurovski, Huisman, Giovannetti, Sassatelli, Moerman, and Smith. Members voted nay: None.**

ITEM 6: Consideration of the Minutes of the January 19, 2020, meeting of the WRA Board - Action for Approval

ITEM 7: Receipt of the Minutes of the January 12, 2020, meeting of the WRA Technical Committee - Action/Receive & File

ITEM 8: Receipt of the Draft Minutes of the February 4, 2021, meeting of the WRA Executive Committee - Action/Receive & File

ITEM 9: Receipt of the Draft Minutes of the February 9, 2021, meeting of the WRA Technical Committee - Action/Receive & File

## **APPROVING**

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

ITEM 11: Resolution Approving and Accepting the Purchase of the Renewal of Annual Support for VxRail Hardware and Software from CDW Government LLC in the Amount of \$51,250.00 Per National IPA Technology Solutions Contract 2018011-01

ITEM 12: Resolution Accepting Documents from Polk County for the Rock Creek Interceptor, Sewer, Phase 26, Segments 1 - 5

ITEM 13: Resolution Directing the Advertisement for Sale of \$42,195,000 Sewer Revenue Refunding Bonds, Series 2021A, and Approving Electronic Bidding Procedures and Official Statement

Scott Hutchens stated that there was an email sent out regarding this including the preliminary official statement. The bond sale is set for March 2, 2021.

**Jody Smith made a motion to approve the resolution directing advertisement for sale of \$42,195,000 sewer revenue refunding bonds, Series 2021A, and approving the electronic bidding procedures and the official statement. Sara Kurovski seconded the motion. The motion carries with a vote of 13-0. Members voted yea: Mortiz, McKinzie, McCoy, Cownie, Westergaard, Cooksey, Sanders, Kurovski, Huisman, Giovannetti, Sassatelli, Moerman, and Smith. Members voted nay: None.**

## **PUBLIC IMPROVEMENT**

ITEM 14: Resolution Setting Date of Public Hearing and Approving Publication of Notice of Hearing to Review Anticipated Environmental Impact of the WRA Ingersoll Run Outlet Sewer Project

## **WRA DIRECTOR COMMUNICATIONS & REPORTS**

ITEM 15: 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. WRA Southwest Area Diversion Facility Odor Control – Emergency Purchase

Scott Hutchens explained that this past summer the WRA had to divert flow to an area on the south side of the metro due to a project that needed to be completed. This diversion created an odor in that area. Scott Hutchens, on behalf of the WRA, authorized an emergency purchase to control the odors to USP Technologies in the amount of \$147,000. He also explained the in the future the WRA will have to divert the flow to that area again and to avoid/prevent any odors, the WRA will conduct a study for a comprehensive odor control plan beforehand.

**Sara Kurovski made a motion to approve Item 15F. E.J. Giovannetti seconded the motion. The motion carries with a vote of 13-0. Members voted yea: Mortiz, McKinzie, McCoy, Cownie, Westergaard, Cooksey, Sanders, Kurovski, Huisman, Giovannetti, Sassatelli, Moerman, And Smith. Members voted nay: none.**

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

## **HEARINGS**

ITEM 16: Resolution Regarding Public Hearing and Approval of Des Moines Metropolitan Wastewater Reclamation Authority Amended Current Fiscal Budget 2020-2021 and Des Moines Metropolitan Wastewater Reclamation Authority Fiscal Budget 2021-2022

Scott Hutchens presented highlights from the Fiscal Budget 2021-2022. He will send out his presentation to all board members via email.

**Frank Cownie made a motion to approve the Des Moines Metropolitan Wastewater Reclamation Authority Amended Current Fiscal Budget 2020-2021 and Des Moines Metropolitan Wastewater Reclamation Authority Fiscal Budget 2021-2022. Jody Smith seconded this motion. The motion carries with a vote of 13-0. Members voted yea: Mortiz, McKinzie, McCoy, Cownie, Westergaard, Cooksey, Sanders, Kurovski, Huisman, Giovannetti, Sassatelli, Moerman, And Smith. Members voted nay: none.**

## **APPROVING**

ITEM 17: Resolution to Elect Members to an Organizational Assessment Committee

Scott Hutchens explained that the WRA is going to form an Organizational Assessment Committee to review and evaluate the operating contract. This committee will be made up of the five members of the Executive Committee and five members from the Board. E.J. Giovannetti, Jody Smith, and Joe Sassatelli have expressed interest to be on the committee. Scott said there are now two more openings. Sara Kurovski expressed that she believes that this should be tabled until the March 2021 Board Meeting to allow all members a chance to express an interest to be on the committee, since not everyone could make it to the February 2021 meeting.

**Jody Smith made a motion to table this Item till March 2021 Board Meeting. Sara Kurovski seconded the motion. The motion carries with a vote of 13-0. Members voted yea: Mortiz, McKinzie, McCoy, Cownie, Westergaard, Cooksey, Sanders, Kurovski, Huisman, Giovannetti, Sassatelli, Moerman, And Smith. Members voted nay: none.**

## **OTHER ITEMS**

ITEM 18: Special WRA Board Meeting to be held March 2, 2021 at 12:00 PM

Scott Hutchens stated that there will be a Special Board Meeting held on March 2, 2021 to review and approve the sale of WRA bonds.

ITEM 19: Renewable Natural Gas Update

Scott Hutchens explained that the countrywide colder temperatures have placed a significant demand for the natural gas produced by the WRA. The system has been running continuously while the demand has existed. The WRA is currently working on a long-term offtake agreement. It will go to the Board and Finance Committee once a final agreement has been reached.

ITEM 20: Other Business

Scott Hutchens reported that there have been zero reported new cases of COVID19 at the WRA last week. He is hopeful that this marks a turn for the better in community.

ITEM 21: Adjourn

**Sara Kurovski made the motion to adjourn. Chelsea Huisman seconded the motion. The motion carries. All in favor. Meeting adjourned at 2:11 P.M.**