

CENTRAL IOWA WATER WORKS BOARD OF TRUSTEES

Wednesday, May 22, 2024 at 3:00 P.M.

MEETING LOCATION:

The MidAmerican Energy Company RecPlex, 6500 Grand Ave,
West Des Moines, IA

MINUTES

ITEM 1: Call to Order

Board Chair Jody Smith called the meeting to order at 3:00 p.m.

ITEM 2: Roll Call

Trustees in Attendance

Jeff Perry (Alternate), Ankeny*
Mayor John Edwards, Clive
Amy Kahler (Alternate), Des Moines Water Works
Susan Huppert, Des Moines Water Works Additional
Tom Cope, Johnston
Jake Anderson, Grimes*
Mayor Tom Phillips, Norwalk
Jeff Walters, Polk City*
Neil Weiss (Alternate), Urbandale Water Utility
Carol Freeman, Warren Rural Water
Mayor Courtney Clark, Waukee*
Jody Smith, West Des Moines Water Works
Dan Lovett, Xenia Rural Water District
*Participated in the meeting via electronic means.

Such persons, being all Trustees, constituted a quorum.

Others in Attendance

William Smith, Central Iowa Water Works
Matt McQuillen, Clive*
Caitlin Caldwell, Des Moines Water Works
Ted Corrigan, Des Moines Water Works
Kyle Danley, Des Moines Water Works
Melissa Walker, Des Moines Water Works
Michelle Watson, Des Moines Water Works*
Dale Acheson, Urbandale Water Utility
Scott Brennan, West Des Moines Water Works
Christina Murphy, West Des Moines Water Works
Josh Heggen, West Des Moines Water Works*
Vincent White, West Des Moines Water Works*

Andy Fish, Warren Water District
Royce Hammitt (Alternate), Xenia Rural Water District*
Amy Beattie, Brick Gentry PC
Rick Malm, Dickinson Bradshaw
*Participated in the meeting via electronic means

ITEM 3: Approving Agenda, as Presented or as Amended

John Edwards made a motion to approve the agenda as presented. Tom Cope seconded that motion. The motion was adopted by unanimous vote.

ITEM 4: Public Comment Period

There were no comments from the public.

ITEM 5: Approving Consent Agenda – Items 5A – 5F

John Edwards made a motion to approve the following consent agenda items:

- A. Motion – Receive and File Minutes from April 24, 2024 CIWW Board Meeting
- B. Motion - Receive and File Minutes from May 8, 2024; Technical Committee Meeting
- C. Motion - Receive and File Minutes from May 6, 2024; Executive Committee Meeting
- D. Motion – Receive and File Updated Schedule and Location of CIWW Board Meetings
- E. Motion – Ratify the Contract with Des Moines Water Works for Interim Accounting Financial Services
- F. Motion – Receive and File May Financial Summary in the form presented which reflected receipt of \$328,520 of Initial Capital Contributions, but no disbursements as of the date of May 22, 2024.

The motion was seconded by Tom Cope. The motion to approve all such consent agenda items was adopted by unanimous vote, and the Resolutions, in the respective forms as presented in the meeting materials, and the Motions as stated in the materials, were thereby adopted. Jody Smith noted that item 5B, the Technical Committee Meeting minutes, were draft minutes that will be brought back to the June Meeting. He emphasized that these minutes have not yet been voted on by the Technical Committee. Jody Smith also noted that there will be two sets of minutes from the Technical Committee each month: draft minutes from the current month and final minutes approved by the committee from the previous month. The full text of all Resolutions referred to in the Minutes are on file with Interim Board Clerk Christina Murphy.

ITEM 6: Board Action Items

6A. John Edwards made a motion to authorize the Executive Committee to negotiate with and engage bond counsel. The motion was seconded by Tom Phillips. The motion was adopted by unanimous vote.

6B. Tom Cope made a motion to authorize the Executive Committee to negotiate with and engage special legal counsel for CIWW with respect to Operating Contracts and transfers of operational property rights. The motion was seconded by John Edwards. The motion was adopted by unanimous vote.

6C. John Edwards made a motion to adopt the Resolution Approving Bylaws for Central Iowa Water Works in the form presented to the Board. The motion was seconded by Tom Cope. The motion was adopted by unanimous vote.

6D. John Edwards moved that the Board of Trustees ratify Finance and Audit Committee appointments (Tom Cope, Susan Huppert, Carol Freeman, John McCune, Scott Brennan, and George Meinecke) and that items 2 through 5 presented be referred to the Finance and Audit Committee for further consideration (agreement with PFM for interim financial services, proposed Investment Policy, proposed Reserve Fund Policy, and proposed Purchasing and Expenditure Policy). Each proposed policy will be referred back to the Board for final review and approval. The motion was seconded by Tom Cope. The motion was adopted by unanimous vote.

ITEM 7: Recommendations from Committees

A. Executive Committee

1. Information – Proposals have been received for Professional Services for the Executive Director Recruitment/Search Process Information
2. Information - Executed Agreement with William Smith for Interim Executive Director
3. Information - Executed Legal Services Contracts with Brick Gentry Law Firm and Dickinson Bradshaw Law Firm
4. Information – Insurance Policies Executed

a) Directors & Officers (D&O)

Board Chair Jody Smith clarified that despite an executable date of May 2nd, the full prior acts with no exclusion policy will cover any potential claims against CIWW for acts on or after April 24th which is supported by documentation between staff and agent.

b) Workers Compensation

The above items are for informational purposes only; no action was required or taken.

ITEM 8: Other Business

A. Interim Executive Director Report

1. EIN received

2. Bank account active at Bankers Trust

3. Capital Contributions being received

4. Contract for Website Development

B. Water Producers Report – updates were provided on minor flooding and rising nitrate concentrations.

C. Board Clerks Report – June 12th tour of the Fleur Drive Water Treatment Plant was announced. An update on initial capital contributions was provided.

1. Long Range and Capital Improvements Committee Representatives

D. Technical Committee Report

The above items were for informational purposes only; no action was required or taken.

ITEM 9: Adjournment

Having no other business the meeting was adjourned by the Chair at 3:26 P.M.