

MINUTES

Board of Trustees
Central Iowa Water Works
January 22, 2025

Mid-American Energy Rec Plex, Community Room A
3:00 p.m.

Item 1: Chair Jones called the meeting to order at 3:00 p.m.

Item 2: Roll Call

Trustees in Attendance:

David Jones, City of Ankeny
John Edwards, Clive
Diane Munns, DMWW
Susan Huppert, DMWW
Tom Cope, Johnston
George Meinecke, City of Norwalk
Chelsea Huisman, Polk City
John McCune, Urbandale Water Utility*
Carol Butler Freeman, Warren Water District*
Courtney Clarke, Waukee
Jody Smith, WDMWW*
Dan Lovett, Xenia*

*Participated in the meeting via electronic means

Others present:

Tami Madsen, CIWW
Bill Smith, CIWW
Lindsey Wanderscheid, DMWW
Kyle Danley, DMWW
Ted Corrigan, DMWW
Amy Kahler, DMWW
Melissa Walker, DMWW

Christina Murphy, WDMWW
Lyle Hammes, WDMWW*
Royce Hammitt, Xenia*
Matt Stoffel, PFM
Jamie Buelt, En Q Strategies*
Rick Malm, Dickenson Bradshaw
Amy Beattie, Brick Gentry PC
Teresa Konda, HDR*

Item 3: Approving Agenda, as Presented or Amended

John Edwards moved to approve the agenda as presented, Chelsea Huisman seconded. The motion was adopted by unanimous vote.

Item 4: Public Comment - There were no comments from the public.

Item 5: Consent Agenda (Note: These are routine items and will be enacted with one vote without separate discussion unless someone, Board or Public, requests an item to be removed and considered separately)

Courtney Clarke moved to approve the following consent agenda items; the motion was seconded by Tom Cope. The motion to approve all such consent agenda items was adopted by unanimous vote.

- A. Motion – Approve Minutes from December 18, 2024, CIWW Annual Meeting as published, subject to correction, as recommended by the Board Clerk.
- B. Motion – Receive and File Final Minutes from December 11, 2024, Technical Committee Meeting
- C. Motion – Receive Draft Minutes from January 8, 2025, Technical Committee Meeting
- D. Motion – Receive and File Final Minutes from the January 13, 2025, Nominating Committee Meeting
- E. Motion – Receive and File Final Minutes from the January 14, 2025, Executive Committee Meeting
- F. Motion – Receive and File December Financial Summary and Approve December Expenditures
- G. Motion – Receive and File notice from Ankeny replacing David Jones with Mike Schrock, and reappointing committee representatives effective January 25, 2025

Item 6: Discussion of CIWW Future Production Study Report by HDR

Tami Madsen provided a brief update on the activities of the Technical Committee and CIWW as they relate to the HDR study, including those related to the Grimes Expansion, the West plant, and core network updates.

Tom Cope made a motion to receive and file the CIWW Future Production Study Report, George Meinecke seconded the motion. The motion was adopted by unanimous vote.

Item 7: Reports

A. Contract Operators

Ted Corrigan provided an update that DMWW is performing winter maintenance, and that water quality is stable.

Christina Murphy provided an update that WDMWW's sanitary survey contained no significant deficiencies.

B. Technical Committee

Kyle Danley reported that the Technical Committee discussed moving the HDR study forward through the expansion of the Grimes plant, building the West plant, and other core improvements. In the next few months, a subgroup will write and review RFQs for the expansion of the Grimes plant and for planning and designing the West plant. A value engineering approach was also discussed to lower the cost while providing water when and where it is needed.

Kyle Danley also updated the board on the Saylorville plant wells, the development of the CIP, and the formation of the staff working group as outlined in the 28E agreement.

C. Finance and Audit Committee

Tami Madsen provided an update that the finance and audit committee will take up certain aspects of the of the HDR report at future meetings.

D. Executive Director

An update from Tami Madsen included the impending audit and the related Eide Bailly planning letter, the asset transfer being completed except for autos, the location of the board of trustee meetings for 2025, the RFP for General Engineering, and possible office space.

Item 8: Board Action Items

A. John Edwards made a motion to approve a resolution – Approving Central Iowa Water Works Maximum Amount on Deposit with Bankers Trust, Tom Cope Seconded. The motion was adopted by unanimous vote.

B. Diane Munns made a motion to approve a resolution – Engaging General Counsel pursuant to RFP for Legal Services and Authorizing Executive Director to Approve Engagement Letter, George Meinecke seconded, the motion was adopted by unanimous vote.

C. Tom Cope made a motion to approve – Filling Vacancies of Vice-Chair and Executive Committee, Chelsea Huisman Seconded, John Edwards Abstained, the motion was adopted by unanimous vote.

D. Courtney Clarke made a motion to approve a resolution – Approve Supplement Number 2 to DMWW Operating Contract, Chelsea Huisman seconded, the motion was adopted by unanimous vote.

Item 9: Other Business

No other business was presented.

Item 10: Adjournment

Having no other business, the Chair adjourned the meeting at 3:22 p.m.

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