

At 6:02 on October 10, 2016 the regular meeting of the Utility Advisory Commission was called to order by chair Newton Standridge. Members present at roll call: Newton Standridge, Tim Kalvig, Dan Merriman and Aaron Uhl. Absent: Ric Graves. Also present: Tim Hoskins, and Lindsey Offenburger.

Motion by Uhl & seconded by Merriman to **approve Agenda** of the October 10, 2016 meeting. 4-0

A motion was made by Uhl & seconded by Merriman to approve the **minutes of the April 11, 2016** meeting. 4-0.

Old Business:

NCIS –Hoskins reported that the seeding on the Holly Dr. & Wakonda Dr. projects was unacceptable. The Holly Dr. project will be re-seeded by the end of next week (October 21, 2016). The contractor will mow, aerate, spread seed then compost and seed it again. The Wakonda Dr. project originally was backfilled with bad material which consisted of debris. The contractor will be removing the old backfill and replacing with good soil. This process will take approximately 2-3 weeks; therefore seeding of the Wakonda project will take place in Spring 2017.

Water Projects – Hoskins reported that the Founder’s District #1 Water Main project is completed with the exception of 3-4 lots that will need re-seeded. Founder’s District #2 Water Main project will be going to council for approval of engineering with Veenstra & Kimm. The project will consist of a new water main on Main St. from Wright Rd. north to School St. The southern portion of the current main has had several breaks and consists of 2 mains, a 2” and a 4”. One new main is proposed to replace the two old ones and will be placed in the parking on the east side of the street.

Storm Drain INI – District 5 – Hoskins had nothing to report. He plans to touch base with Community Development and bring this item back to the next meeting.

New Business:

Reappointment of Commission members Standridge & Merriman – The commission reappointed the members subject to Council approval on October 20, 2016.

Selection of Chair – Item tabled until January commission meeting.

Des Moines Water Works 2nd Source - Hoskins continues to work with Des Moines Water Works (DMWW) to find an appropriate route in getting a second source of water to us. The current route in consideration would come down East of Moffitt Reservoir, down the West side of the interstate and take a southern path to align with Highway G14. It would then go through Cumming and stop at 50th Street. This secondary source would serve both Norwalk and Cumming with a 30” water main. Given the large development in the area, this new line would help serve the development as well as ongoing development in Cumming. The current plan is to propose completing phases 1-4 and hold off on phases 5 & 6. Phases 1 & 2 would have shared costs with Norwalk, Cumming & West Des Moines. The outline of phases is below:

- Phase 1 – 30” main from the Moffitt Feeder Main, South to the proposed Microsoft site
- Phase 2 – Pump station to boost flow
- Phase 3 – 16” main that will run to Hwy G14, west of Cumming

- Phase 4 – main would proceed East to Cumming city limits
- Phase 5 – main would continue to Orilla Rd.
- Phase 6 – main would continue to the Norwalk Water Tower

Yard Waste – Hoskins reported that Metro Waste Authority has not received enough data to move forward with the co-mingling of yard waste with normal garbage collection. The MWA board has tabled this item until further information is available.

Capital Improvement Planning – Hoskins introduced the Public Works CIP plan to the commission and briefly discussed the categories of items on the plan which are: Equipment, Street Overlays & Seal Coating, Street Construction/Reconstruction/Sewer/Water/Storm, Stormwater, Wastewater, Water, Streetlights and Misc. items. The plan is an ongoing document provided to give an idea of major projects and expenses planned in the future.

Absent Resident Water Disconnections – Hoskins reported he has fielded questions from residents questioning their water bill while they are on extended vacations. Residents can request for their water to be shut off if they are planning to be away for an extended time. These residents will still receive a minimum bill even though water is not being used. Minimum bills consist of the \$5.00 Water Availability charge, \$7.50 Sewer Availability charge, \$7.50 Storm Drain charge and \$13.00 Garbage charge.

Irrigation Rates – Hoskins reported the potential need to raise irrigation rates. Currently the irrigation and water rates are the same at \$5.64 per 1,000 gallons. The Water Dept. will conduct a rate study of surrounding metro community's water and irrigation rates and bring the study to the January commission meeting.

Infrastructure Expansion - Hoskins discussed the significant residential growth taking place in the community recently as well as forecasted in the future. As new subdivisions are constructed there is a significant amount of infrastructure, both seen and unseen, that will require maintenance. As this growth takes place and our resources do not, there come concerns with our ability to provide the needed attention to provide the services to support this new and older infrastructure. Public works staffing and equipment needs will continue to drag behind the need for some time due to the shortfall in revenues. This is not a condition isolated to Public Works, but to all departments. This can be looked upon as a good problem to have while also challenging to meet our demands.

Regional Stormwater Detention Projects – The Beardsley Stormwater Detention project is moving along nicely given the nice weather they have encountered. The Orchard View Stormwater Detention project was accepted by Council at the October 6, 2016 meeting. Hoskins reported that Parks & Rec Director, Nancy Kuehl, is working on park planning for the area.

Standridge adjourned meeting at 7:21 pm

Next Meeting January 9, 2016.

Newton Standridge

Lindsey Offenburger