

Board Minutes
December 20, 2022

The Board of Trustees met in regular session with Chairperson Caitlin A. Beresford and Trustees Martin L. Brooks, Glennay V. Jundt, Keith R. Jones, and Patrick A. Miller. Staff Present: CEO & General Manager Drummey, Assistant General Manager Cady, Assistant Administrative Manager Schrage and Administrative Assistant Powell. Also present was Maureen R. Kruse.

I. The Chairperson called the meeting to order at 4:30 p.m.

(1) The Chairperson welcomed Patrick A. Miller to the Board. Trustee Miller was appointed and confirmed to serve on the Board of Water Works Trustees by the Mayor and City Council.

II. Public Comments/Participation

The Chairperson asked if there were any public comments or participation and there were none.

III. Plaque Presentation

1. Chairperson Beresford presented Maureen R. Kruse a plaque and resolution certificate for her faithful service to the Board of Water Works Trustees of the City of Council Bluffs, Iowa. Maureen served on the Board for 17 years and 11 months from August 8, 2005, to November 28, 2022.

(1) Trustee Brooks moved to adopt resolution 12-33-22 Board Member Appreciation. Trustee Jones seconded the motion. Following discussion, the Chairperson called for a roll call vote. The roll call vote was as follows:

Aye: Trustee Brooks, Trustee Beresford, Trustee Jones, Trustee Jundt, and Trustee Miller. The Chairperson announced the resolution duly adopted. A copy of the resolution follows these minutes and by reference is made a part thereof.

Maureen expressed her sincere appreciation to the Board and to staff that were present.

(2) Chairperson Beresford, presented Douglas P. Drummey, CEO & General Manager a service award plaque for his 30 years of service to the Council Bluffs Water Works.

IV. General Manager's Report

1. Project Status Report.
2. Main Extension Status Report.
3. Operations.
4. 2022 Financials Update through November.
5. Human Resources.
6. Insurance Claims.

V. Consent Agenda

1. Approval of the minutes of the November 15, 2022, regular meeting.
2. Claims Register.
3. Monthly Report.

Trustee Jones motioned, and Trustee Jundt seconded to approve the consent agenda. The motion carried unanimously.

VI. Action Items

1. Trustee Brooks moved to ratify the Collective Bargaining Agreement between the Board of Water Works Trustees for the City of Council Bluffs, Iowa and the Association of Water Works Employees of Council Bluffs AFSCME Council 61; Local 3642, effective January 1, 2023, through December 31, 2025. Trustee Miller seconded the motion. Following discussion, the motion carried unanimously.

2. Trustee Brooks moved to adopt resolution 12-34-22 awarding the contract for Calendar Year 2023 Water Treatment Chemicals. Trustee Miller seconded the motion. Following discussion, the Chairperson called for a roll call vote. The roll call vote was as follows:

Aye: Trustee Brooks, Trustee Beresford, Trustee Jones, Trustee Jundt and Trustee Miller. The Chairperson announced the resolution duly adopted. A copy of the resolution follows these minutes and by reference is made a part thereof.

3. Trustee Jundt moved to adopt resolution 12-35-22 accepting the work of Compass Utility, L.L.C. and authorizing project closeout in connection with the Whispering Oaks Phase IV Water Main Extension. Trustee Jones seconded the motion. Following discussion, the Chairperson called for a roll call vote. The roll call vote was as follows:

Aye: Trustee Brooks, Trustee Beresford, Trustee Jones, Trustee Jundt and Trustee Miller. The Chairperson announced the resolution duly adopted. A copy of the resolution follows these minutes and by reference is made a part thereof.

4. Trustee Brooks moved to adopt resolution 12-36-22 accepting the work of Compass Utility, L.L.C. and authorizing project closeout in connection with the Hills of Cedar Creek Central Phase 1 - Water Main Extension. Trustee Jones seconded the motion. Following discussion, the Chairperson called for a roll call vote. The roll call vote was as follows:

Aye: Trustee Brooks, Trustee Beresford, Trustee Jones, Trustee Jundt and Trustee Miller. The Chairperson announced the resolution duly adopted. A copy of the resolution follows these minutes and by reference is made a part thereof.

5. Trustee Jones moved to approve Work Order No. 16 with Snyder & Associates, Inc. for Consulting Engineering Services regarding the 16th Street – 14th Avenue to 12th Avenue Water Main Extension Project. Trustee Jundt seconded the motion. Following discussion, the motion carried unanimously.

6. The Chairperson asked if there were other items to come before the Board.

7. The Board set the date of the next regular meeting as January 17, 2023 at 4:30 p.m.

The Board recessed the meeting at 5:20 p.m.

VII. Executive Session

1. Trustee Brooks moved to enter closed session pursuant to Section 20.17 and 21.9 of the Code of Iowa to discuss matters relating to the employment conditions of the employees under Chapter 20 of the Code. Trustee Jones seconded the motion. The Chairperson called for a roll call vote. The roll call vote was as follows:

Aye: Trustee Brooks, Trustee Beresford, Trustee Jundt, Trustee Jones, and Trustee Miller.

The Board entered into closed session at 5:28 p.m.

2. Trustee Jones moved to return to open meeting session. Trustee Jundt seconded the motion. Following discussion, the motion carried unanimously.


The Board returned to open meeting session at 6:05 p.m.

3. Trustee Brooks moved to approve the Non-Union Employees Pay Structure and Compensation for the period of January 1, 2023, through December 31, 2023, as presented. Trustee Jones seconded the motion. Following discussion, the motion carried unanimously.


VIII. There being no further business the Chairperson adjourned the meeting at 6:09 p.m.



Caitlin A. Beresford, Chairperson



Keith R. Jones, Vice-Chairperson


Martin L. Brooks, Trustee


Glennay V. Jundt, Trustee


Patrick A. Miller, Trustee


Douglas P. Drummey, General Manager


Celestine Powell, Recording Secretary