

**Norwalk Utility Advisory Commission – Regular Meeting
December 11, 2017 6:00 pm
Public Works Facility**

The regular meeting of the Utility Advisory Commission was called to order at 6:00 pm on Monday, December 11, 2017 by chair Newton Standridge. Members present at roll call: Newton Standridge, Ric Graves, Tim Kalvig. Absent: Dan Merriman, Aaron Uhl.

Staff present: Wayne Schwartz, Public Works Director; Joseph Ballard, Assistant Director Public Works; Shelley Stravers, Administrative Coordinator; Hollie Askey, Economic Development Director.

Council Liaison Erika Isley was also present.

Agenda

Motion by Graves and seconded by Kalvig to approve Agenda as presented.

Approved 3-0.

Minutes

At the October 9, 2017 meeting a motion was approved for the June 12, 2017 minutes with changes that were not correct. Those minutes are back on this agenda for approval without those changes.

A motion was made by Kalvig and seconded by Graves to approve the minutes of the June 12, 2017 meeting and the minutes of the October 9, 2017 meeting as presented.

Approved 3-0.

Standridge thanked Isley for her time as liaison to the UAC. We appreciate her involvement and taking the information back to the City Council. She thanked the members of the Commission for their time they volunteer and being the gate keepers of the knowledge of where we have been and where we are headed.

Presentation:

Update on future development sites by Hollie Askey -

Hollie was asked to present to the Commission and update on future commercial developments in the City of Norwalk. The Commission requested this as they are trying to plan and prepare for these developments and water needs for the future of Norwalk as a whole.

Hollie went through a presentation she prepared that covered:

- Heavy Water Users
- Top 25 Heaviest Water Users
- Interactive Development Map – showed everyone how to use the interactive map
- Active Residential Developments

- Active Commercial Developments – Has indicated where potential heavy water users/areas may be
- Current Zoning Map
- Future Land Use Map
- Transportation Map

Sunset Crest has an approved Preliminary Plat and construction should begin early this spring. Founder's District project was pushed off in order to upgrade services in this area. The Sunset Drive water main project took priority for a couple of reasons. It was a good time with the Sunset Crest project taking place and because the water main has needed to be replaced for quite some time due to the problems with water main breaks in that area at least once every six months. The funds for the projects were just flip-flopped.

If Project Stallion actually happens it will be a very major user between 80,000-130,000 gallons per day. That is something we should keep on the radar for a major water user.

Update on water projects by Wayne Schwartz

Schwartz met with Des Moines Water Works on the Western feeder main project. This is the project to provide a second water source to the City. Right now the only source is the existing booster station that feeds all of Norwalk and all of Cumming. The Western feeder main will be coming out of Maffitt Reservoir. They are looking at bidding the first few sections of pipe in February. They said there is no way there will be any water flowing in that new section of pipe yet this year. Everything is still on schedule to have it all constructed before we get to the peak season of 2019. We will need to deal with the high demand yet this coming season. But everything is moving forward. West Des Moines Water Works is going to likely participate which helps drop our cost on the building and mobilization.

Isley raised a concern that the [she believed the](#) original schedule stated Phase 4 was to be completed in the fall of 2018. Schwartz said they are telling him before the peak of the 2019 season it will be complete now. He has asked for an update on the schedule.

Isley said she was happy that West Des Moines involvement would lower our costs, but was concerned that it would slow our schedule down. She was told that it would not, but it appears that something has slowed the progress down because it appears we are [running about 6 months running](#) behind schedule.

Our peak irrigation season is our main concern. We have plenty of water to meet the consumption needs of our population. It's during irrigation season that we have issues.

Our tower generally fills up overnight. During irrigation season it isn't able to fill overnight even.

Isley said that if the schedule is pushed off until 2019, we need to start informing people that the second feeder line will not be in place for this next irrigation season. We also need to re-visit increasing the irrigation rates and talk about putting those increased irrigation rates into policy.

Schwartz also spoke with McClure who is performing our hydraulic modeling. Part of that is forecasting out all of our water needs, water tower demand, and part of that includes our rates. We've been holding off on adjusting the rates until they get done with that study. Schwartz has asked them to give an update at the next Council meeting, but it will probably be January before they complete that. They've been pushed back, and a lot of that was on us, they were going to do modeling and then they have to calibrate that modeling with flow testing. We never went and did the flow testing because it required two days of flushing hydrants, which we didn't feel we could really justify doing while we were under Stage II of the Water Conservation. So that got held off until the week before Thanksgiving.

Standridge argued that we need to start looking at filling our tower instead of just service lines. Schwartz said that is pretty common and there are pros and cons to that.

Graves said he doesn't think that even if we aren't irrigating that we can keep the water tower full at the rate we are developing. Schwartz said in the winter we are only using 700,000 gallons a day, in the summer we were at 1,700,000 gallons a day, so double the use. Public Works is working on getting another pump at the booster station. Right now there are just two pumps that ran all summer. We are purchasing another pump to have on a shelf there just in case one of the others would fail so we don't have much down time. We are also ~~working on~~[looking at](#) getting back up power as well.

McClure was pulled off of the hydraulic modeling project to help with the Windsor Window and Stallion Projects and then we threw in the adjustment of the rates. Those things along with not flushing the hydrants for the flow testing due to the Stage II Water Conservation were items that delayed McClure in this project and were on the City, not McClure.

Schwartz will make sure that updates are given at upcoming Council meetings for both the hydraulic modeling and the Western feeder main project. Isley requested that these both be separate agenda items and not part of a staff update.

Discuss meeting schedule for 2018

Meeting schedule for 2018 is bi-monthly instead of quarterly. Commission agreed that this would be good.

Discuss council appointing new liaison

Commission all agreed that they would like a more seasoned liaison. Isley has been a key component. She suggested making a request to the mayor if anyone had a specific councilmember in mind.

Open forum

Standridge reported that Alan Waugh, Storm Water Inspector has performed over 3,000 storm water inspections in 2017.

Schwartz gave an update that at a previous UAC meeting it was recommended to move forward with Foundation Drain Removal District 5. At a department head meeting the Mayor discussed putting in a collector line, so that has delayed District 5 at this time.

Standridge called the meeting to adjournment at 7:21 pm.

Next Regular Meeting February 12, 2018.

Newton Standridge, Chair

Shelley Stravers,
Administrative Coordinator