

The regular monthly meeting of the Marion Water Department's Board of Trustees was called to order at 5:15 PM, on March 8<sup>th</sup>, 2016, in the executive conference room of City Hall, Marion, Iowa. Trustees Mary Ann McComas, William Kling, John Bender, John McIntosh and Greg Hapgood were present. Chairman Kling called the meeting to order. Other people attending the meeting included Todd Steigerwaldt, Board Secretary, Curt Huhndorf, Distribution Foreman, and Andy Smith, Operation Supervisor.

Minutes of the regular monthly board meeting held at 5:19 PM on February 9<sup>th</sup>, 2016 were reviewed along with the February disbursements and the February 2016 fund balance report. Motion by McComas, seconded by McIntosh to approve same. Steigerwaldt mentioned the revenue, expenditure and fund balance reports have a new look to them because the new financial software has been installed. He stated future reports will be easier to read once the business analytics software gets installed and staff is trained on how to produce reports that are more user friendly. Vote: all Ayes (5-0)

Public Hearing was held at 5:16 PM. No citizens were present and no written or oral comments were received by staff. Kling closed the public meeting at 5:17 PM.

Resolution 16-08 approving water rate increases for the City of Marion and Glenbrook Cove additions effective April 4, 2016 as published in the Marion Times on February 25, 2016. Motion by Hapgood, seconded by McComas. Steigerwaldt handed out the various rate scenario options again for the board to look at and the published legal notice that described the proposed 10% rate increase. Kling asked for clarifications on the difference proposed revenue increases between the 7% to the 10% rate increases. Steigerwaldt stated the approved revenue budget amount needed the 7% rate increase and the 10% rate increase would generate approximately \$30,000 more in revenue. The board decided to go with the 10% rate increase and to lower the monthly allocation of water from 300 cubic feet per month to 200 cubic feet per month. The additional revenue generated will help pay for new water mains and future water sources. Roll Call Vote: all Ayes (5-0)

Resolution 16-09 approving contract and bond for the 2016 35<sup>th</sup> Street Water Main Relay Project – Phase 1 in the amount of \$69,850.00. Motion by McIntosh, seconded by Bender. Steigerwaldt stated the contracts were signed by the contractor and the bonds were submitted for board approval. Hapgood thought the price was pretty low and asked how many linear feet were being installed. Steigerwaldt first stated 160 feet but then retracted and stated 630 feet of 12" water main would be installed. He initially quoted the other water main job done by Schaul Excavating along 35<sup>th</sup> Street. Roll Call Vote: all Ayes (5-0)

Motion by Bender, seconded by Hapgood approving water main application for the Bedford Heights First Addition to the City of Marion. Steigerwaldt shared the location of this new development and the name of the local developer, Dustin Kern. He stated the first addition will consist of 30 residential lots and plans have been submitted for review with construction to begin later this spring. Vote: all Ayes (5-0)

Motion by McIntosh, seconded by McComas approving payment to Schaul Excavating for water main installation at 102 35<sup>th</sup> Street in the amount of \$7,235.00. Steigerwaldt stated they got two bids to install this new 12" water before the site was developed with a warehouse building later this spring. The department would have incurred additional costs if we didn't install the water main before the driveway and building were installed. Hapgood asked where this contractor was from. Steigerwaldt stated the new contractor is from Marion and has worked for several of the local contractors before starting out on his own. The main has passed inspection and will be connected into the future water. Vote: all Ayes (5-0)

Motion by McIntosh, seconded by Hapgood to approve payment to Van Meter Inc. for the purchase of a program logic computer equipment for SCADA communication at Well #4 in the amount of \$5,226.00. Smith stated one of the communication cards went bad in the unit and it was more cost effective to buy an entire new computer controller than to replace the obsolete card as the company is no longer supporting the old technology. This unit is now the same style as the computer at Well #7. Vote: all Ayes (5-0)

Motion by Bender, seconded by McComas to approve a three year financial pledge to the Marion Main Street Program. Kling stated he was in favor of supporting this group's efforts for promoting community programs that help the local businesses. McIntosh stated he was with the distribution crew on a water main break and noticed the impact drill was about to give out. He wanted to make sure we had decent tools for staff before we support some of these other community programs. McComas asked if we had money for a new driller. Steigerwaldt stated there was money for new tools and equipment. Bender stated the Uptown Marion program does support the local business which are paying water customers and was supportive of pledging \$500 per year to this group. Vote: 3 Ayes, 1 Nay, 1 Abstain, Passed.

Motion by McIntosh, seconded by Hapgood to approve the 2016 Marion Water Department Early Separation Option Policy. Steigerwaldt told the board this is the same early retirement package that we have offered to employees in the past. The one eligible employee in the department has not indicated that he is looking at retirement in the coming year but that can change. Steigerwaldt quickly reviewed the slight differences between the city's retirement plan and what the water department offers. Vote: all Ayes (5-0)

Smith updated the board on the field activities: Service Department: remote read meters installed on 27 accounts; 683 meter reads; 307 straight meters to radio; 158 tag orders; 83 service calls; and 213 utility locations were located.

Smith stated Well #5 was taken out of service to set the new 200 HP electric motor and other minor repairs. Well #4 was put back into service since Well #5 was off line. This coming month the aerator on Well #4 will be replaced so that all plants will be ready to run for the summer months. Crews repaired 4 water main leaks. Crews also were busy changing out water meters to radio reads and installing new water main at the airport and in Lowe Park.

February gallons pumped: 73,474,000

**Secretary Report –**

Steigerwaldt informed the board there were 14 new building permits issued last month.

Steigerwaldt updated the board on the Silurian water study progress and the EPA was now getting involved because of the Ralston Super Fund site created by Rockwell Collins in the 1960s. He mentioned the study may take longer as the EPA may request that a particle movement analysis be completed along with our study but right now nobody was willing to pay for this additional study.

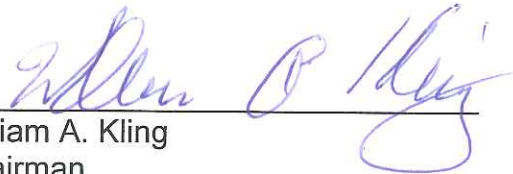
Steigerwaldt received the signed code of ethics statement sheets from the board members and shared a customer's appreciation email that praised the office staff for their excellent service. He also shared an article regarding the Bill Gates Foundation and the Reinvent the Toilet challenge that Gates funded to invent a better toilet that uses less water.

The next regular monthly board meeting was set for 5:15 PM on Tuesday, April 12, 2016.

The meeting was adjourned at 6:09 PM.



Todd Steigerwaldt  
Secretary



William A. Kling  
Chairman