

The regular monthly meeting of the Marion Water Department's Board of Trustees was called to order at 5:15 PM, on March 7, 2017, in the 2nd floor conference room of City Hall, Marion, Iowa. Trustees Mary Ann McComas, John Bender, John McIntosh and Greg Hapgood were present. Board member William Kling was absent. Chairman Bender called the meeting to order. Other people attending the meeting included Todd Steigerwaldt, Board Secretary, Andy Smith Operations Supervisor and Curt Huhndorf, Distribution Foreman.

Minutes of the regular monthly board meeting held at 5:15 PM on February 14th, 2017 were reviewed along with the February disbursements and the February 2017 fund balance report. Bender asked the board members if there were any questions. There were no questions from the members on the expenditure report or minutes. Motion by McComas, seconded by Hapgood to approve it. Vote: all Ayes (4-0)

Motion by McComas, seconded by McIntosh to remove from table the amended project calendar for the 2017 South 12th Street and A Avenue Water Main Relay Project. Vote: all Ayes (4-0)

Motion by Hapgood, seconded by McIntosh to approve the 2017 South 12th Street and A Avenue Water Main Relay Project Calendar. Steigerwaldt shared with the board the set of plans, cost estimate, project manual and letter sent to affected residents along the project area. Bender suggested having a roll call vote on each of the following resolutions within the project calendar. Vote: all Ayes (4-0)

Motion by Hapgood, seconded by McComas for Resolution 17-03 approving the resolution of necessity for the 2017 South 12th Street and A Avenue Water Main Relay Project. Roll Call Vote: all Ayes (4-0)

Motion by Bender, seconded by McComas approving Resolution 17-04 ordering preparation of detailed plans, specifications, notice of hearing and letting, and notice to bidders, form of contract and estimate of cost regarding the 2017 South 12th Street and A Avenue Water Main Relay Project. Hapgood asked who had prepared the plans and specification manual. Steigerwaldt stated staff did them. Initial concept layout was created by Huhndorf and then later converted to construction drawings by Steigerwaldt and our GIS technician Alan Covington. Steigerwaldt also prepared the cost estimate, bid documents, temporary construction easements and bidders notice for the contractors. Roll Call Vote: all Ayes (4-0)

Motion by McComas, seconded by McIntosh approving Resolution 17-05 adopting final plans and specifications, notice of hearing and letting, notice to bidders and form of contract, and cost estimate for the 2017 South 12th Street and A Avenue Water Main Relay Project. Steigerwaldt told the board that the Marion Engineering Department decided against installing some 6" drain tile with this project. Upon further investigation, there was considerable more storm sewer work that would be needed. They felt this could be addressed in the future when the street was ready for total reconstruction. Roll Call Vote: all Ayes (4-0)

Motion by Hapgood, seconded by McIntosh approving payment to Veenstra and Kimm, Inc. for \$135.00 for inspection on the 31st Street elevated water tower for SpeedConnect's antenna installation project. McIntosh asked if we would cover this cost. Steigerwaldt informed the board that we would be reimbursed by SpeedConnect for V&K's inspection service per our antenna contract with SpeedConnect. Vote: all Ayes (4-0)

Motion by Bender, seconded by McIntosh approving a water main application for County Club Estates 13th and 14th Additions to the city of Marion. Steigerwaldt described the location of these two new subdivisions. Hapgood asked if we previously had dead end mains in this area. Steigerwaldt stated the water mains would all be looped now but there was a dead end main along Eastview Avenue in the older county subdivision off 10th Street that he may have been recalling. Bender noted the 14th Addition would have some more 12" water main installed. Steigerwaldt thought the developer would only construct the 13th Addition this summer. Vote: all Ayes (4-0)

Motion by McComas, seconded by Hapgood approving the water main application for the Briargate 6th Addition to the city of Marion. Steigerwaldt showed the board on the aerial wall map the location of this future addition. He also mentioned more portions of the gravel road along 35th Avenue would be paved soon pending some additional development adjacent to this addition. Vote: all Ayes (4-0)

Motion by Bender, seconded by McIntosh to amend Section 12 of the Rules and Regulations Governing the Municipal Water Works in the city of Marion. Steigerwaldt shared with the board the former and proposed wording revision that would prohibit the installation of below grade water meter pits within the city. He stated the former Katz mobile home court had three meter pits. One of the meter pits was eliminated and placed in the basement of the office building along 35th Street. A second meter pit was partially eliminated along Business Highway 151 but there was still some additional work to be done there by means of looping some private water mains together. The third existing meter pit is off 44th Street and the current owner is reluctant to raise this pit to an above grade pit because of cost. Steigerwaldt drafted an amendment to Section 12 so that we have proper documentation to support our request to eventually eliminate this third meter pit when it is time to upgrade the water meter. Vote: all Ayes (4-0)

Motion by McIntosh, seconded by McComas to purchase truck #13, a Chevy 1500 for \$26,990.00. The board asked about the two bids received. Huhndorf explained Lynch Ford gave the two bids for two different truck brands. He has solicited quotes from other dealers in the past but has always had the lowest price and best service from Lynch Ford. Hapgood asked about the government pricing deals. Huhndorf stated the quotes were even better than the government bids. Steigerwaldt stated this purchase would come out of next year's budget but we would like to place the order soon. Huhndorf stated this vehicle would be for the future inspector and that we would keep the current inspector truck for a spare. The new truck would not be equipped with a snowplow package. Vote: all ayes (4-0)

Smith updated the board on the field activities: Service Department: radio read meters installed on 19 new accounts; 2,342 meter reads; 233 straight meters to radio; 146 tag orders; 62 service calls; and 304 utility locations were located.

Smith stated there were two main breaks last month. Staff installed two electric motors on the aerator unit on the 0.5 MG ground storage tank at site #6. Staff continued to swap out meters to radio read units, winter mapping updates were mostly completed and 55 water service taps were installed.

February gallons pumped: 67,588,000

Secretary Report –

Steigerwaldt informed the board there were 22 building permits issued in February. There were 15 residential single-family homes, 4 new and 1 commercial remodel permits along with two-3-plex condominiums issued.

Steigerwaldt shared with the board the HF 484 bill, which would eliminate the Des Moines Water Works Board and turn it over to the city of Des Moines control along with two other adjacent community water work districts. He stated he contacted our local representatives about opposing this bill and one responded and agreed that this was a bad bill.


Steigerwaldt mentioned that the Well #10 project will be starting soon and that the SpeedConnect contractor was working on the installation of the antennas on the 31st Street and 5th Avenue elevated water tower.

Steigerwaldt stated the annual retirement renewal package would be discussed at the April meeting. One employee plans to retire at the end of October 2017. The board briefly discussed changes to the annual employee retirement package. McIntosh was in favor of modifying it to match what the city offers. Steigerwaldt shared some preliminary cost differences between our past retirement package and what the city has offered. He proposed to prepare a draft of both retirement package options for the board to consider at the April meeting. Bender noted that he would not be able to attend the April board meeting.

The next regular monthly board meeting was set for 5:15 PM on Tuesday, April 11, 2017.

The meeting was adjourned at 6:13 PM.


Todd Steigerwaldt
Secretary


William Kling
Chairman – Pro tem