

The regular monthly meeting of the Marion Water Department's Board of Trustees was called to order at 5:15 PM, on June 13, 2017, in the executive conference room of City Hall, Marion, Iowa. Trustees William Kling, John McIntosh, and Greg Hapgood were present. Absent were Mary Ann McComas and John Bender. Chair pro-tem Hapgood called the meeting to order. Other people attending the meeting included Todd Steigerwaldt, Secretary, and Curt Huhndorf, Distribution Foreman.

Minutes of the regular monthly board meeting held at 5:15 PM on May 9th, 2017 were reviewed along with the May disbursements and the May 2017 fund balance report. Steigerwaldt stated the report formats have changed some since this is the first time the new utility bill software has been used to generate the report. He expected the format to change several times over the next few months as staff gains more experience on the new software and its reporting capabilities. He mentioned at the month end closing of the books they were off only \$1.79. Motion by McIntosh, seconded by Kling to approve it. Vote: all Ayes (3-0)

Motion by Kling, seconded by McIntosh to approve water main application for the Glen Rock Farm 7th and 8th Additions to the city of Marion. Steigerwaldt explained where these additions were located off Winslow Road and west of Hunters Ridge Golf Course. He stated the new developer, Todd Frazier of Marion, would start on the 7th Addition this summer. The board members noted this development is on the very north edge of town. Steigerwaldt showed the board the future realignment plans of Winslow Road to County Home Road, which will affect the proposed lots adjacent to Winslow Road. Vote: all Ayes (3-0)

Motion by Kling, seconded by Hapgood to approve water main application for the water main along 35th Avenue for the First United Methodist Church 1st Addition. Hapgood asked where the REC Electric buildings are relative to this new addition. Steigerwaldt showed the board members the location of this new addition. He also noted that this particular water main application was for the future installation of a 12" water main along the south side of 35th Avenue which the church as posted surety for its future construction by the city. Vote: all Ayes (3-0)

Motion by Kling, seconded by Hapgood to approve water main application for the water main within the First United Methodist Church 1st Addition to the city of Marion. Steigerwaldt showed the board the proposed and future buildout of the church property. He also stated they are installing a public 8" water main through their property from REC Drive to 35th Avenue per the subdivision code requirements. Grading is expected to begin later this summer. Vote: all Ayes (3-0)

Motion by McIntosh, seconded by Kling approving Resolution 17-10 accepting improvements and extensions of the water main for the Echo Ridge Estates 1st Addition to the city of Marion. Steigerwaldt stated all tests and inspections have passed. Hapgood noted this addition is also on the northern edge of town. Steigerwaldt stated the developer is putting up houses quickly and they are near completion of the 2nd addition too. Roll Call Vote: all Ayes (3-0)

Motion by Kling, seconded by McIntosh approving Resolution 17-11 accepting improvements and extensions of the water main for the Author's 4th Addition to the city of Marion. Steigerwaldt stated this addition is right below our 1 million gallon elevated water tower on 35th Street and 35th Avenue and it was split into two additions. The developer, Todd Wood and Jon Morris, will complete the installation of the remaining lots along 35th Avenue upon selling the final platted lots in this addition. Roll Call Vote: all Ayes (3-0)

Motion by McIntosh, seconded by Kling approving payment to Iowa Communities Assurances Pool (ICAP) for FY17-18 departmental insurance premiums for \$30,880.73. Kling asked if this is the same insurance provider as what the city used. Steigerwaldt stated that it was the same. Hapgood asked who the carrier was. Steigerwaldt stated it was Traveler's. Steigerwaldt noted we received a rebate check for \$719.02, which will be applied to next year's premium. Vote: all Ayes (3-0)

Motion by Kling, seconded by Hapgood approving Change Order No. 1 for the Silurian Well #10 Project in the additional contract amount of \$4,928.40. McIntosh was pleased we did not need to acidize this well. Steigerwaldt stated the casing was installed last week and the three-day official test pump is scheduled for Monday, June 19th. This test will determine what future design work is needed to use the new Silurian water source with the Jordan Well #7. Vote: all Ayes (3-0)

Motion by McIntosh, seconded by Kling approving payment to Veenstra and Kimm Inc. in the total amount of \$5,637.10 for various contracted projects that the department has under contract with them. Vote: all Ayes (3-0)

Motion by Kling, seconded by McIntosh approving payment to Lynch Ford for the purchase of a 2017 Chevrolet pickup truck for \$26,990.00. Hapgood asked for clarification on the budget item for this vehicle. Steigerwaldt explained this truck was in next year's budget but we had additional unspent funds in this current year's budget to purchase the truck now. Hapgood asked when we will get the truck. Steigerwaldt stated we have the truck in our possession. McIntosh stated he has seen the new truck and it was very nice. He was impressed at the low price we paid for the vehicle. McIntosh asked if we had started outfitting the truck. Huhndorf stated staff has begun customizing the truck to meet our needs. Vote: all Ayes (3-0)

Motion by Kling, seconded by Hapgood directing staff to assist the Marion Historical Society with the installation of a backflow device and future testing at the Heritage Center at 590 10th Street. Vote: all Ayes (3-0)

Motion by Kling, seconded by Hapgood to receive and file DNR letter regarding Well #4 Tier II classification and the department's site-specific water use reduction plan letter. Steigerwaldt told the board that Well #4 is now a Tier II well thus we need to take steps to prevent this well from becoming a Tier III well. Steigerwaldt prepared a site-specific reduction plan for this well in hopes that this well does not become a Tier III well in the future. One practice he did come across is the possibility of dropping explosive charges down the well to open up more fractures in the sandstone allowing more water to enter

the well. He learned this practice was done at an ADM plant in Clinton, Iowa. It was less expensive than acidizing the well and somewhat successful. Vote: all Ayes (3-0)

Steigerwaldt updated the board on the future booster pressure project on the east end of town. A meeting was held with the consultant and a favorable location was determined for the booster building. Ideally, it would be placed at the northwest corner of city owned ground off 29th Avenue west of 44th Street. The city has plans for a park in this area. Steigerwaldt will meet with the Marion Park Board tomorrow to request permission to set our future booster facility in the northwest corner of this park. He has already met with the Parks Director, Mike Carolan, to share this idea with him. Carolan was receptive to this project however; he would be looking for something in return, possibly free or reduced water bills at the splash pad at Thomas Park. Steigerwaldt will meet with the Park Board tomorrow and update the board at the July meeting.

Steigerwaldt updated the board on the field activities: Service Department: radio read meters installed on 32 new accounts; 4107 meter reads; 39 straight meters to radio; 192 tag orders; 111 service calls; and 919 utility locations were located.

Hapgood asked who was working on South 14th Street. Steigerwaldt stated that was our crew led by Huhndorf. Huhndorf explained the limits of his project and that Rathje would be doing the water main relay on the South 12th Street project that was awarded earlier this spring. Steigerwaldt stated he expected Rathje to start on the South 12th Street project later this summer or early fall. Steigerwaldt mentioned that the DNR annual sanitary survey occurred last month with the DNR staff. They found only a couple minor deficient items that staff needed to address.

May gallons pumped: 91,981,000


Secretary Report –

Steigerwaldt informed the board there were 21 building permits issued in May. There were 15 residential single-family homes, 3 commercial permits, 3 condominium-building permits issued. Hapgood asked about the \$14.7 million permit project. Steigerwaldt stated it was the new senior living facility being constructed off Alburnett Road on the Downing property.

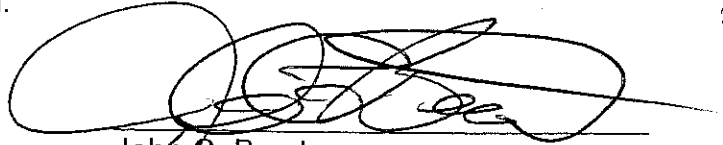
Steigerwaldt told the board the new utility billing software is live now. There are some glitches that still need to be addressed but overall the new system is up and running. He was very pleased with staff on the willingness and dedication to learn the new system. They have spent a lot of extra time learning the new software and addressing the issues that come along with a new software product.

The next regular monthly board meeting was set for 5:15 PM on Tuesday, July 11th, 2017. Kling stated he could not make the meeting on July 11th. Steigerwaldt would check with Bender and McComas to make sure there would be a quorum for the meeting.

The meeting was adjourned at 6:11 PM.



Todd Steigerwaldt
Secretary



John C. Bender
Chairman