

The regular monthly meeting of the Marion Water Department's Board of Trustees was called to order at 5:15 PM, on November 14, 2017, in the executive conference room of City Hall, Marion, Iowa. Trustees John McIntosh, Maryann McComas, William Kling and Greg Hapgood were present. John Bender was absent. Past chairperson Kling 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 5:20 PM on October 10th, 2017 were reviewed along with the October disbursements and the October 2017 fund balance report. Steigerwaldt mentioned the bank account surpassed \$5.1 million last month however; we have several larger bills to pay in the coming months, which would reduce this total. Motion by McComas, seconded by Hapgood to approve the above items. Vote: all Ayes (4-0)

Motion by McIntosh, seconded by McComas approving water main application for Champion Estates 4th Addition to the city of Marion. Steigerwaldt explained the location of this new subdivision, which has 13 new single-family lots. It is located just east of Hunters Ridge Golf Course and east of Lucore Road. Vote: all Ayes (4-0)

Motion by Hapgood, seconded by McIntosh approving Resolution No. 17-15 accepting improvements and extensions of water mains in the Echo Ridge Estates 2nd Addition to the city of Marion. Steigerwaldt explained the location of this addition of the 39 new single-family lots was north of Echo Hill Road and west of Alburnett Road. Hapgood asked if the water pressure was good there. Steigerwaldt stated it was just above minimal and the developer was notified prior to beginning construction that he may have to install a private booster station if pressure was not adequate for this area. To date, the pressure has not been an issue. Roll Call Vote: all Ayes (4-0)

Motion by McIntosh, seconded by Kling to approve the project calendar for the 2018 29th Avenue Booster Station Project that included the following resolutions:

- a. Resolution No. 17-16, approving Resolution of Necessity for 2018 29th Avenue Booster Station Project.
- b. Resolution No. 17-17, ordering preparation of detailed plans, specifications, notice of hearing and letting, and notice to bidders, form of contract and estimate of cost regarding the 2018 29th Avenue Booster Station Project.
- c. Resolution No. 17-18, approving and adopting final plans and specifications, notice of hearing and letting, notice to bidders and form of contract and cost estimate regarding the 2018 29th Avenue Booster Station Project.

Steigerwaldt informed the board that there would be a public hearing at the December 12th 2017 meeting where the board will receive quotes and award the booster station project to the most responsible bidder. Then the department will be able to create plans

and specs for another contractor to bid on the installation of the concrete pad and related pipe to connect the water main to the booster station. This selection will occur in January or February 2018, as it will take a minimum of 16 weeks for the booster station to be assembled. Some discussion took place regarding the use of above grade check valves or installing the check valves in below grade pits. Steigerwaldt stated they would have more information to share on these options later in the design. For now, the present project calendar is for the booster station unit only. Roll Call Vote: all Ayes (4-0)

Kling opened a public hearing at 5:41 pm for the Well #10 Phase II Pump and Controls Project. Nobody was present to speak for or against the project. Kling closed the public meeting.

Motion by Hapgood, seconded by McIntosh approving Resolution No. 17-19 accepting bid and awarding contract to Northway Well and Pump Company for the Well #10 Phase II Pump and Controls Project for \$65,923.40. Steigerwaldt stated they only received one bid for the above project on November 9th at 2PM. The engineer notified several well contractors about this project and some inquired about the project scope but none were interested in bidding except Northway. The engineer's estimate was \$90,000.00. Steigerwaldt and the board were pleased with the bid amount. It was noted that the alternative bid item to install the Boreline flexible hose instead of the ductile iron casing pipe was an additional \$16,211.08. Smith stated there have been some issues with elongation of this flexible pipe causing the electrical wiring to fail. For the additional cost Steigerwaldt was not in favor of installing the Boreline flexible hose. McIntosh inquired as to the type of pumps specified. Steigerwaldt shared three pump brands that were in the specifications book.

Steigerwaldt stated staff is still planning to install the underground piping to connect the well water to the existing facility piping. There will be one more project letting to select a contractor to install the VDF drive and other electrical control needs to operate Well #10. Roll Call Vote: all Ayes (4-0)

Motion by McComas, seconded by Hapgood approving payment to Veenstra and Kimm, Inc. for \$6,599.37 per the existing contract for the design of Well #10 Phase II – Pump and Controls. Vote: all Ayes (4-0)

Motion by McComas, seconded by McIntosh to receive and file employee's wage increase request for FY 18-19. Vote: all Ayes (4-0)

Motion by Hapgood, seconded by Kling approving cash rent amount with RJ Carson for 2018 for \$239.00 per acre. Steigerwaldt stated we have been using the ISU Extension cash rental survey report to establish the rent rate. McIntosh thought the Parks Department was getting a higher rate at Lowe Park. Steigerwaldt stated he just spoke with Mike Carolan, Parks Director, who stated they were getting \$225 per acre. Vote: all Ayes (4-0)

Steigerwaldt updated the board on the field activities: Service Department: radio read meters installed on 31 new accounts; 2,846 meter reads; 212 straight meters to radio; 230 tag orders; 111 service calls; and 737 utility locations were located.

Smith informed the board that the distribution crew installed two new hydrants at the ends of Edinburg Place and Westminster Place as well as replacing two new valves, one 12" valve by Site #5 and one 8" valve at the south end of Elim Drive. Crews continue to swap out old meter to radio reads and install new taps for residential lots. Inspections occurred on the South 12th Street and A Avenue water main relay project and the 15th Street and 6th Avenue roundabout improvement project.

October gallons pumped: 78,184,000

Secretary Report –

Steigerwaldt informed the board there were 27 building permits issued in October. There were 21 residential single-family homes, four commercial, one townhome/condominium permit and one pool/spa permit issued.

Steigerwaldt showed a picture of a large demo dump truck that staff tested and hauled sand and rock in last month. Huhndorf explained how he was preparing bidding specifications for the purchase of a dump truck at the beginning of the next fiscal year.

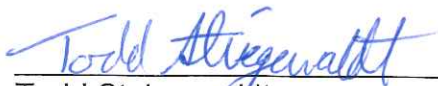
Steigerwaldt share the growth rate of new accounts the department has obtained over the years. We now have 14,522 accounts.

Steigerwaldt mentioned the Wifitz Company newspaper article who has an antenna at our Site #3 elevated water tower for private and commercial internet services. The owner has mentioned to Steigerwaldt about possibly expanding and using our other water towers.

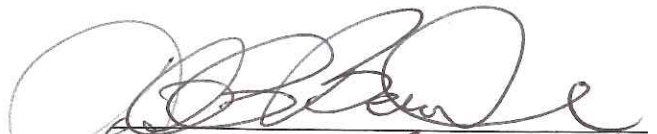

Steigerwaldt shared some thank you letters from the Lego League groups he has been educating about water conservation and where our water comes from. He also announced that Braxton Lawrence, our Utility Worker, had successfully passed the DNR Water Distribution Grade 1 exam and is eligible for a pay increase in December.

The next board meeting will be a work secession to discuss employee wages for FY18-19 at 4:30 PM on Tuesday, December 12th, 2017 followed by the regular monthly board meeting at 5:15 PM on Tuesday, December 12th, 2017.

The meeting was adjourned at 6:21 PM.



Todd Steigerwaldt
Secretary

William A. Kling
Chairman