

The regular monthly meeting of the Marion Water Department's Board of Trustees was called to order at 5:15 PM, on April 10, 2018, in the executive conference room of City Hall, Marion, Iowa. Trustees Mary Ann McComas, John McIntosh, William Kling, John Bender and Greg Hapgood were present. Chairman Hapgood called the meeting to order. Other people attending the meeting included Todd Steigerwaldt, Board Secretary.

Minutes of the regular monthly board meeting held at 5:15 PM on March 13<sup>th</sup>, 2018 were reviewed along with the March disbursements and the March 2018 fund balance report. Steigerwaldt stated the \$110.25 was adjusted in the accounting software and no longer being carried over each month. The fund account records due balance with the bank statements. Motion by McIntosh, seconded by Kling to approve them. Vote: all Ayes (5-0)

Hapgood opened the public hearing for the 2018 13<sup>th</sup> Street Water Main Relay Project (8<sup>th</sup> – 10<sup>th</sup> Avenue) at 5:16 PM. Steigerwaldt stated no written or public comments were received. Hapgood closed the public hearing at 5:17 PM.

Motion by McComas, seconded by Kling to approve Resolution 18-15 accepting bids and awarding contract to B.G. Brecke for the 2018 13<sup>th</sup> Street Water Main Relay Project (8<sup>th</sup> – 10<sup>th</sup> Avenue) for \$89,532.00. Steigerwaldt stated seven contractors bid on the job. The contractor will bore the new 6" water main in along the east side of 13<sup>th</sup> Street so the street trees will be saved and the businesses will not lose their driveway access on the west side of 13<sup>th</sup> Street. The contractor stated he would like to start construction mid-July. Roll Call Vote: all Ayes (5-0)

Motion by Bender, seconded by McIntosh to approve Resolution 18-16 approving contract and bond for the Well #10 VFD Project to Nelson Electric Company for \$129,930.00. Steigerwaldt stated staff met with Nelson Electric and their subcontractors at the well site with V&K and have determined a couple of cost saving ideas that can be installed to save money and lessen the final contract amount through a deduct change order. The board asked when the work would be completed. Steigerwaldt stated the contract has a June 30<sup>th</sup> 2018 completion deadline. Roll Call Vote: all Ayes (5-0)

Motion by McIntosh, seconded by Kling to approve Resolution 18-17 approving contract and bond to Ricklefs Excavating Ltd. for the 29<sup>th</sup> Avenue Booster Station Installation and Check Valve Stations Project for \$446,617.00. Steigerwaldt stated there were three bids. All were above the engineer's estimate of \$400,000. Steigerwaldt mentioned the 12" bore under Highway 13 added additional cost to the project. Bender asked if this needed to be encased. Steigerwaldt stated it was required by the DOT to encase the new 12" DIP main, which added to the overall project cost. He also stated that Ricklefs Excavating has rebranded their name to Boomerang Corp. The contract was signed as Ricklefs Excavating but future payments and correspondence will be Boomerang Corp. Roll Call Vote: all Ayes (5-0)

Motion by McIntosh, seconded by McComas approving contract and bond for the 2018 8<sup>th</sup> Avenue Water Service Reconnection Project to Quality Excavating for \$57,205.00. Steigerwaldt stated the contractor might start as early as next week on the water service reconnections to the newer 12" water main. Bender asked how old the 12" water main was. McIntosh thought it was installed in the 1970's. Hapgood asked if this would interfere with the new Alburnett Road project. Steigerwaldt stated that this work needed to be done first otherwise; we would be paying higher prices if that road project qualifies for Davis Bacon wages. McIntosh agreed that there have been many main breaks on this old 6" main and it would be best to abandon it sooner rather than later. Roll Call Vote: all Ayes (5-0)

Motion by Kling, seconded by Bender approving partial payment #3 to EFI, Inc. for the 29<sup>th</sup> Avenue Packaged Booster Station Unit Contract for \$39,815.23. Steigerwaldt showed the board photos of the actual unit under construction. Vote: all Ayes (5-0)

Motion by McComas, seconded by McIntosh approving payment to Northway Corporation for Well #5 maintenance for \$120,479.80. Steigerwaldt stated the plant is running and selling water now. All water tests passed and the tank was cleaned before it was put back online. Steigerwaldt noted they are getting a quote to add additional insulation in the ceiling of this building because the 200hp electric motor is no longer in service there, which produced a lot of extra heat in the winter. Vote: all Ayes (5-0)

Motion by Bender, seconded by McComas approving payment to Brown Supply Company for 60 fire hydrants for \$158,479.80. Steigerwaldt stated the semi has delivered the fire hydrants and they are down at the shop. McIntosh asked how much our markup was on the fire hydrant. Steigerwaldt stated it was 20%. Roll Call Vote: all Ayes (5-0)

Motion by Bender, seconded by Kling to receive and file a meter reader contract request letter. Steigerwaldt shared with the board the meter reader requested to increase the radio read charge from \$0.25 per read to \$0.40 per read and reduce the notice to leave from 6 months to 3 months. Steigerwaldt shared the estimated budget impact and stated that this will continue to be reduced as staff completes more routes to radio reads then staff will read the completed finished routes. The board was ok with the proposal so Steigerwaldt will amend the contract for board approval at the May meeting. Vote: all Ayes (5-0)

Motion by McComas, seconded by Kling to receive and file the Engineering Services Summary report for Veenstra and Kimm Inc. Steigerwaldt explained to the board that V&K has been working on designing the Well #10 projects and 29<sup>th</sup> Avenue Booster Station projects without a contract for services. He had asked V&K to proceed with design work to keep the projects moving forward. Determining a complete scope of services and design cost would have been challenging as the projects evolved as they were being designed which may have needed an amendment to the design contract if one was approved before the design work began. The board was agreeable to the cost breakdown for services and how V&K determined the amounts. Steigerwaldt will have V&K produce a contract for approval based on the summary report and submit an

invoice for payment, as they have not been paid since January 2018. Vote: all Ayes (5-0)

Steigerwaldt updated the board on the field activities: Service Department: radio read meters installed on 32 new accounts; 7,714 meter reads; 113 straight meters to radio; 182 tag orders; 103 service calls; and 483 utility locations were located.

Steigerwaldt stated staff continued to change out meters to radio reads, Well #5 was put back into service, staff performed another pump test for the USGS survey to verify some results from the fall test pump and Brad Rose passed the Grade 1 Water Treatment exam last month.

March gallons pumped: 72,289,000

**Secretary Report –**

Steigerwaldt informed the board there were 23 building permits issued in March. There were 13 residential single-family homes, 4 commercial remodels, one new commercial building and 5 condominium buildings.

Steigerwaldt shared with the board a thank you letter from the Uptown Marion committee thanking the board for their financial support.


Steigerwaldt shared a newspaper article from the Gazette about the utility rate increase that Cedar Rapids customers would have this year. It was \$3.41 per month and Marion's would only be \$1.50 per month.

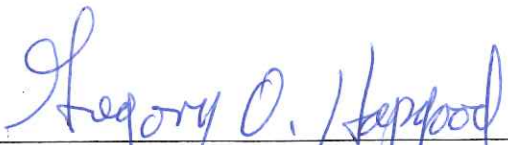
Steigerwaldt also reviewed some website statics created by Google Analytics showing how many hits the water website had and what customers were looking for on the website.

Steigerwaldt mentioned the City Showcase would be Saturday, May 5<sup>th</sup> from 10-1pm in the city square park. Some board member thought they might attend.

The next regular monthly board meeting will be at 5:15 PM on Tuesday, May 8<sup>th</sup>, 2018.

The meeting was adjourned at 6:16 PM.

  
\_\_\_\_\_  
Todd Steigerwaldt  
Secretary

  
\_\_\_\_\_  
Gregory O. Haggood  
Chairman