

The regular monthly meeting of the Marion Water Department's Board of Trustees was called to order at 5:15 PM, on May 8, 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, Andy Smith, Operations Supervisor, and Curt Huhndorf, Distribution Foreman.

Minutes of the regular monthly board meeting held at 5:15 PM on April 10th, 2018 were reviewed along with the April disbursements and the April 2018 fund balance report. Steigerwaldt stated there was another occurrence of the ledger not accounting for \$63.55. Staff feels there is still a minor recording process that the software is not recognizing with hand written receipts. Staff will continue to search and correct this issue. The fund account records do balance with the bank statements. Motion by McComas, seconded by Kling to approve. Vote: all Ayes (5-0)

Motion by Bender, seconded by McIntosh to approve a water main application for Culver's Water Rock Properties, LLC at 340 44th Street, Marion. Steigerwaldt told the board this proposed commercial condominium development is across the street from Rathje Construction. The board asked about the private water main being installed to serve these new buildings. Steigerwaldt stated that the developer only needs to serve this development with water for the future businesses and does not have to extend water across this property to serve other land owners. Therefore, there is no need to make this a public water main since it will only service customers within this single lot development. There are also no public utility easements provided in this lot to install the future water main. Steigerwaldt stated construction is expected to start early summer. Hapgood asked if this development was similar to the units that were built off 62nd Street and Steigerwaldt stated they were. Vote: all Ayes (5-0)

Motion by McComas, seconded by Kling to approve Resolution 18-19 approving contract and bond with B.G. Brecke Inc. for the 2018 13th Street Water Main Relay Project (8th – 10th Avenue) for \$89,532.00. Steigerwaldt stated the contractor would like to start construction mid-July. He reminded the board that the contractor would bore the new water main under the existing trees along the east side of 13th Street. Bender asked if we would only be requiring a two-year bond as SUDAS is going with a four-year bond. Steigerwaldt stated we are only using a two-year bond as the cost would increase and we generally do not have issues with new main after installation nor during the two-year maintenance period. Roll Call Vote: all Ayes (5-0)

Motion by Bender, seconded by McIntosh to approve the engineering services agreement with Veenstra and Kim Inc. for the 29th Avenue Booster Station Installation and Check Valve Stations and Well 10 VFD Installation Phase 3. Steigerwaldt told the board V&K has been working on the above projects for some time without an official contract per his request to keep the projects moving forward. They have their first payment request on this agenda for the above projects since they had not been paid since January 2018. Vote: all Ayes (5-0)

Motion by McComas, seconded by Kling approving payment to Veenstra and Kimm Inc. for \$2,454.55 for the 29th Avenue Booster Station Installation and Check Valve Stations and Well 10 VFD Installation Phase 3. Vote: all Ayes

Motion by McIntosh, seconded by Bender to approve meter reader contract with Nathan Rowe. Steigerwaldt mentioned to the board that Phil Long, our former retired inspector, is considering becoming a meter reader for the department as our existing reader, Kurt Carlson is done June 30, 2018. Steigerwaldt and Smith are discussing coverage options as Mr. Long will be travelling some and unable to read several times throughout the year. Vote: all Ayes (5-0)

Steigerwaldt updated the board on the city's request to purchase the department's rental property at 788 2nd Street. He had a meeting with the city manager and the city engineer. They proposed offering the Linn County's assessed value for the house, which was recently increased to \$106,600.00. They also stated they would give the department at least a six-month notice before they would decide to demo this house for the future Alburnett Road improvement project. The board was agreeable to this value. The board also asked about the future driveway accesses for the water property. Steigerwaldt stated the consultant has come up with some new driveway locations conceptually but they have not designed the new driveway elevations for construction purposes. Additional design and plans will be available in the future. The board also asked about the future status of Merrill Gardens. Steigerwaldt stated he would get together with Mike Carolan with the Parks Department to determine what they would like to do with the remaining park after the new road is constructed. Steigerwaldt anticipates receiving a purchase offer from the city in the future for the board to review.

Steigerwaldt informed the board of the request for temporary water service for 4606 and 4800 29th Avenue. The private wells for these two homes have failed. Steigerwaldt anticipates this land to eventually be sold for development at which time these proposed 1" water service lines will be abandoned. Staff has met with the son-in-law who rents out these homes and was ok with allowing him to install copper water lines within the 29th Avenue public right of way and then using plastic water service lines with tracer wire after the stop boxes for the three water meters. One water meter would be used for the livestock watering tanks with an RPZ backflow device installed after the meter. The board was in agreement with staff's recommendation for the temporary water service connections.

Smith updated the board on the field activities: Service Department: radio read meters installed on 31 new accounts; 3,055 meter reads; 146 straight meters to radio; 139 tag orders; 86 service calls; and 501 utility locations were located.

Smith stated staff continued to change out meters to radio reads, Well #5 was put back into service, and the annual fire hydrant flushing program was completed May 3rd. Steigerwaldt share some photos of a damaged 12" water main that was miss located and hit by a contractor installing a new duct for Alliant Energy on 14th Street and 7th Avenue. Staff also repaired a leak along 31st Street by the American Legion last month.

Steigerwaldt informed the board that Wifitz Internet Service was behind in their monthly payments to the department so staff turned off the power at their request. Wifitz will pay the outstanding balance prior to removing the equipment from the water tower at 31st Street. Wifitz sent an email to Steigerwaldt apologizing for falling behind in payments and stated they could not make this venture profitable and will have to shut down their services.

April gallons pumped: 72,289,000

Secretary Report –

Steigerwaldt informed the board there were 37 building permits issued in April over \$50,000 in valuation. There were 17 residential single-family homes, 4 commercial remodels, 10 new commercial condominium buildings, 3 condominium buildings, 2 solar projects, and 1 large garage.

Steigerwaldt shared an email with the board from Mike Gannon with a positive update on the Jordan Aquifer model study. Gannon will meet with Steigerwaldt later this month to review the findings. It appears the model is showing additional Jordan water is available for future use.

Steigerwaldt shared a drought article from the internet, which stated the dire need for arid regions to search for additional water sources and implement more mandatory water conservation practices.


Steigerwaldt stated we would be receiving a rebate from ICAP for \$3,243.07 to apply towards next year's premium.

Steigerwaldt mentioned the City Showcase was last Saturday, May 5th from 10-1pm in the city square park and board member Greg Hapgood was able to attend for a portion of it. They both stated that the event was well attended by the public.


Steigerwaldt informed the board he would be volunteering at the Iowa Children's Water Festival in Ankeny this Thursday. He stated the event has been going on for 22 years and they were desperate for volunteers to pull this event off this year with over 2,200 fifth graders attending from all over the state.

The next regular monthly board meeting will be at 5:15 PM on Tuesday, June 12th, 2018.

The meeting was adjourned at 6:02 PM.



Todd Steigerwaldt
Secretary



Gregory O. Hapgood
Chairman