

The regular monthly meeting of the Marion Water Department's Board of Trustees was called to order at 5:17 PM, on September 10, 2019, in the executive conference room of City Hall, Marion, Iowa. Trustees Mary Ann McComas, William Kling, John McIntosh and Greg Hapgood were present. John Bender arrived late to the meeting. Chairman Kling called the meeting to order. Other people attending the meeting included Todd Steigerwaldt, Board Secretary, Curt Huhndorf, Distribution Foreman and Nick Glew, President of MEDCO.

Nick Glew, President of MEDCO gave the board an economic update of local commerce from the last year and what projects are started for the coming fiscal year.

Motion by McComas, seconded by Kling approving annual economic development investment and voluntary 10% contribution to Community Promises activities for \$2,750.00. The board appreciated the update from Mr. Glew. Vote: 3 Ayes, 1 Nay (McIntosh)

Bender arrived at the meeting at 5:42 pm.

Motion by McComas, seconded by Hapgood to approve the minutes of the August 13th, 2019 monthly board meeting and the August disbursement report. Steigerwaldt commented that the summer high water use revenue has not all been received yet, but August revenue was good. Vote: all Ayes (5-0)

Motion by Kling, seconded by McIntosh to approve a 5-year service agreement with Altorfer Cat for annual maintenance on all four emergency backup generators. Steigerwaldt explained that the generators have different annual maintenance contracts that expire on different years. This contract combines the existing contracts and adds the new contracts into one agreement with set prices per generator based on what maintenance is being done on each unit for the next five years. This will allow for better budgeting and simplify the maintenance schedule. Kling asked if this was an annual cost per unit for maintenance and Steigerwaldt stated it was. Vote: all Ayes (5-0)

Motion by McIntosh, seconded by Bender approving Resolution 19-16 which amends the depository amounts at financial institutions in Linn County. Hapgood noted that one of the banks listed has changed names. Guaranty Bank and Trust is now Cedar Rapids Bank and Trust. Steigerwaldt stated he will make the correction on the Resolution prior to Chairman Kling signing the document. Kling inquired why the department only had money in three local banks. He suggested we look at diversifying our holdings and place deposits in more institutions as well as some US treasury bonds. Steigerwaldt stated the Iowa banking association has a structure in place so that if one bank fails our money is still protected as the remaining Iowa banks share in the risk and we do not lose money. He mentioned he could ask a banker to explain this safety net at a future meeting. He also stated there are state laws that prevent the department from investing in certain higher risk investments like the stock market. Kling recalled a banking failure that occurred in Nebraska sometime ago and he wanted to make sure that financial disaster didn't happen to us. Roll Call Vote: all Ayes (5-0)

Motion by Bender, seconded by Kling approving Resolution 19-17 accepting improvements and extensions of the water main for the Hwy 13 & 151 1st and 2nd Additions to the City of Marion. Steigerwaldt explained the location of this development which was on the former driving range at the northeast corner of Hwy 13 and 151. A new bank and gas station are currently open there. Two new restaurants are also under construction there and a future hotel is being considered at this site. Bender asked if the pressure is better there. Steigerwaldt stated it was. Roll Call Vote: all Ayes (5-0)

Motion by McComas, seconded by McIntosh approving a contract with Northway Well and Pump Company for the Well 8 Pump Installation for \$46,779.70. Steigerwaldt stated the contracts have been signed and bond submitted. He reminded the board this contract will get the new pump and pit less unit installed at Well 8 in preparation of the future iron removal plant. Roll Call Vote: all Ayes (5-0)

Motion by McComas, seconded by Bender approving payment to Veenstra and Kim Inc. for engineering services for \$2,942.16 for Well 8 Water Treatment Facility design work. Vote: all Ayes (5-0)

Motion by McIntosh, seconded by Kling to receive and file Well #4 ground storage reservoir preliminary inspection report. Steigerwaldt briefed the board on the summary of the report. McIntosh recalled the tank has had the lead paint removed already. Steigerwaldt stated Smith recalled that as well but the consultant would still be taking a paint sample to verify. Steigerwaldt stated this tank is scheduled for minor structural repairs and repainting in the fall of 2020. Vote: all Ayes (5-0)

Motion by Hapgood, seconded by Kling approving annual dues and 10% voluntary contribution to the Marion Chamber of Commerce for \$577.50. Vote 4 Ayes, 1 Nay (McIntosh)

Motion by Kling, seconded by McIntosh approving payment to Martin Gardner Architectures for schematic design services at Well Site #3 for a total of \$3,150.00. Steigerwaldt stated this is the final payment for phase one of their services which included a final office layout design for the former water plant building at 30th Street and 5th Avenue. Vote: all Ayes (5-0)

Motion by McComas, seconded by Hapgood approving formal contract with Martin Gardner Architecture for phase 2 design and complete plans for remodeling the former Well Site #3 building into a future administrative office for the water department. Steigerwaldt stated at the last board meeting the board approved moving ahead with phase 2 which would have the architects provide complete plans to remodel the building and obtain quotes from contractors. The architects provided an 8-page contract of services agreement that explained the work they would provide. Steigerwaldt stated the contract would be for hourly services but includes a not to exceed amount. Bender asked when the plans would be completed. Steigerwaldt stated he met the architects this morning and they told him plans would be completed by early November 2019. Vote: all Ayes (5-0)

Steigerwaldt updated the board on the City Hall space needs study. It has not been presented to the City Council yet. The City Manager has had discussions with the Chamber and MEDCO leaders on their future growth needs and office location options. Their decisions influence the City Hall space needs study, so the study has yet to be shared with the council. Steigerwaldt told the board he has individually shared the intentions of the Water Department moving out of City Hall with the City Manager, the Mayor and one City Council member. He hopes the space needs study will be presented to the rest of the City Council soon.

Steigerwaldt updated the board on the field activities: Service Department: remote read meters installed on 29 accounts; 5,569-meter reads; 79 straight meters to radio; 132 tag orders; 79 service calls; and 686 utility locations were located.

Steigerwaldt showed a photo of the empty room where the iron filters were at Site #3. He told the board that he decided to hire the removal of the existing filters as staff was busy with field projects and the contractor's price was low. Staff continues to replace water meters around town. Huhndorf has almost completed the 10th Avenue and 24th Street water main relay project and he has finished installing the water main at the city's Eco Industrial Park. Steigerwaldt

shared an email from the foreman overseeing the Eco Industrial Park who gave Huhndorf and his crew high remarks for their efficient and productive water main installation.

August gallons pumped: 111,750,000

Secretary Report –

Steigerwaldt informed the board there were 30 building permits issued in July over a \$50,000 valuation. 20 single-family homes, two commercial buildings, nine commercial projects, and one townhome permit were issued.


Steigerwaldt shared with the board a recent article and video from the University of Iowa featuring Mike Gannon and his work done on the Jordan and Silurian aquifers which featured the Marion Water Department.

The next regular monthly board meeting was set for 5:15 PM on Tuesday, October 8, 2019.

The meeting adjourned at 6:38 PM.



Todd Steigerwaldt
Secretary



William A. Kling
Chairman