

The regular monthly meeting of the Marion Water Department's Board of Trustees was called to order at 5:15 PM, on January 14, 2020, in the executive conference room of City Hall, Marion, Iowa. Trustees Mary Ann McComas, William Kling, John McIntosh were present. Greg Hapgood participated via phone call. John Bender was absent. Pro tem chairman Kling called the meeting to order. Other people attending the meeting included Todd Steigerwaldt, Board Secretary, and Curt Huhndorf, Distribution Foreman.

Motion by McIntosh, seconded by McComas to approve the minutes of the December 10<sup>th</sup>, 2019 special work session meeting. Vote: all Ayes (4-0)

Motion by McComas, seconded by McIntosh to approve the minutes of the December 10<sup>th</sup>, 2019 regular monthly board meeting and December disbursement and fund balance reports. Vote: all Ayes (4-0)

Motion by Kling, seconded by Hapgood for the adoption of the proposed fiscal year 2020-2021 budget for the Marion Municipal Water Department, Marion, Iowa. Steigerwaldt reviewed the budget memo with the board members. He stated that in order to have a balanced budget for the next fiscal year they would need to transfer \$1.8 million from the cash reserves. This is needed for the construction of the proposed iron removal treatment plant for Well #8. He explained to the board that the scope of the project is growing as staff is now considering including the #5 Jordan Well with the #8 Silurian Well into the iron removal plant. This would increase the project cost by approximately another \$1 million. Steigerwaldt has put the consultant on hold while staff explores their options. Staff has received multiple calls recently from customers about the yellow tint in the water which is iron. Staff will be researching this issue with a water professional to evaluate the best treatment procedure for the community. Roll Call Vote: all Ayes (4-0)

Motion by McComas, seconded by Kling approving Resolution 20-02 transferring \$24,800.80 from the meter deposit to the general fund. Steigerwaldt explained that for over the last 10 years the meter fund has not balanced with the General Fund balance. It has historically been off \$24,800.80. To resolve this issue so that the fund balances match at the end of the month our auditor is recommending board approval for the transfer to occur. This will reconcile the amounts in the two funds. Roll Call Vote: all Ayes (4-0)

Motion by McIntosh, seconded by McComas approving payment to Quality Excavating Incorporated for the 8<sup>th</sup> Avenue Water Service Reconnection Project Phase 2 for \$71,153.20. Steigerwaldt told the board the contractor has finally completed this project which eliminates an old water main along 8<sup>th</sup> Avenue which has had numerous breaks over the years. McIntosh stated this was a good main to abandon. Vote: all Ayes (4-0)

Motion by Kling, seconded by McComas approving partial payment #2 to Rathje Construction Co. for \$86,136.71 for the 2019 10<sup>th</sup> Avenue & 22<sup>nd</sup> Street Water Main Relay Project. Steigerwaldt stated the project is completed but there will be some minor yard work next spring. Vote: all Ayes (4-0)

Motion by Bender, seconded by Kling approving payment to Veenstra and Kim Inc. for engineering services for \$15,084.66 for Well 8 Water Treatment Facility design work. Vote: all Ayes (4-0)

Motion by Kling, seconded by McIntosh approving final payment to Martin Gardner Architectures for schematic design services for a future administrative office at Well Site #3 for \$1,924.70. Steigerwaldt stated the plans are done and at the building department for review. McIntosh asked if this was the last payment. Steigerwaldt stated it was unless we made major changes to the plans during the construction. Steigerwaldt stated that staff has done an excellent job so far on the building remodel. They have re-laid the sanitary sewer service, installed electrical conduit for the new electric meter service, cut the floor for new plumbing and done a lot of demolition to date. Vote: all Ayes (4-0)

Motion by Kling, seconded by McComas to receive, file and review the City of Marion Code of Ethics Policy. Kling asked if the employees sign this policy too. Steigerwaldt stated no, this policy was for board and commission members appointed by the City Council. The City Council requested that all current board and commission members review the Ethics policy yearly. Vote: all Ayes (4-0)

Steigerwaldt updated the board on the field activities. Service Department: remote read meters installed on 15 accounts; 6,613-meter reads; 14 straight meters to radio; 134 tag orders; 90 service calls; and 370 utility locations were located.

Steigerwaldt stated staff completed the water meter change out program. All the meters have been converted to radio reads. Rathje Construction finished the 10<sup>th</sup> Avenue and 22<sup>nd</sup> Street water main project and Joe Kruser finished the 8<sup>th</sup> Avenue Water Service Reconnection project. Staff has also spent a lot of time working on the remodel of Site #3 for the future administration office.

December gallons pumped: 75,669,000

#### Secretary Report –

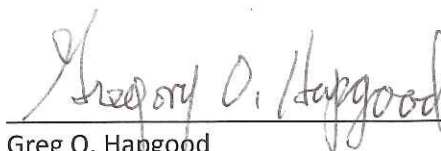
Steigerwaldt informed the board there were 17 building permits issued in December over a \$50,000 valuation. 10 single-family homes, one single-family home repair, two commercial remodels, and four new commercial permits were issued.

The next regular monthly board meeting was set for 5:15 PM on Tuesday, February 11th, 2020.

The meeting adjourned at 6:01 PM.



Todd Steigerwaldt  
Secretary



Greg O. Haggood  
Chairman