



Marion Water Department MINUTES 5 12 2020

The regular monthly meeting of the Marion Water Department's Board of Trustees was called to order at 4:06 PM, on May 12, 2020, through a virtual meeting held on Zoom. Trustees Mary Ann McComas, John McIntosh, William Kling, Greg Hapgood and John Bender participated in the Zoom meeting. 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.

Motion by McIntosh, seconded by McComas to approve the minutes of the April 14th, 2020 regular monthly board meeting and April disbursement and fund balance reports. Steigerwaldt told the board that the city had not cashed the enterprise fund check for April so that is why there was an additional \$900,000 in our checking account. Steigerwaldt also updated the board regarding collection status during the Covid-19 event. He has not noticed any significant increases in non-payments. As of now revenues are steady and consistent with past months before the Covid-19 event occurred. He will keep the board informed if non-payments increase in the coming months. Vote: all Ayes (5-0)

Motion by McComas, seconded by Kling approving payment to Vanderbosch Automation LLC for SCADA work performed at sites #5 and #3 for \$8,759.00. McIntosh asked who this company was as we had used a different company in the past. Steigerwaldt stated this is the same person who has worked on our SCADA system. He has now started his own company. Vote: all Ayes (5-0)

Motion by McIntosh, seconded by Kling approving quote to Barnd Electric for light fixtures for the new office at 3050 5th Avenue for \$8,100.00. Steigerwaldt stated the electrician researched these fixtures and found these where less expensive than the ones specified in the plans but still were equivalent. Vote: all Ayes (5-0)

Motion by McComas, seconded by Kling approving partial payment #2 to Zuki Built for framing and masonry work to date for the new office for \$11,200.00. Steigerwaldt stated almost all the inside framing has been completed and the masonry work was well under way. The remodel was progressing smoothly. He told the board they are anticipating a mid-July completion. Vote: all Ayes (5-0)

Motion by McIntosh, seconded by Bender approving three quotes from TriState Truck Equipment for a Tommy Lift Gate, a heavy-duty truck bed and a walk-in truck bed enclosure for a total of \$40,324.00. Steigerwaldt stated the Tommy Lift and walk-in truck bed enclosure are for the two new trucks that were ordered earlier this year. The heavy-duty truck bed will be added to an existing truck that we are repurposing. The department will also be selling the 2001 truck once the new trucks are put into service. Vote: all Ayes (5-0)

Motion by McComas, seconded by Bender to receive and file the Government Accounting Standards Board (GASB 75) report. Steigerwaldt stated this report is required every two years for our auditor. Kling stated he believed he found a typo in the report regarding a year date. Steigerwaldt stated he would contact the author and inquire if this needed to be corrected or not. Vote: all Ayes (5-0)

Motion by Bender, seconded by Kling to approve a fiber optic purchase agreement with Linn Mar Schools for 12 fibers installed by the Water Department along 35th Street north of 29th Avenue for \$9,161.61. Steigerwaldt stated the new 5th-6th Linn Mar building in this area needs fiber optics and the Water Department had extra fiber available to lease to the school. Vote: all Ayes (5-0)

Motion by McComas, seconded by Bender approving payment to Veenstra and Kim Inc. for engineering services for \$16,457.32 for Well 8 Water Treatment Facility design work. Steigerwaldt stated Smith and himself recently had a meeting with the engineers on this project. The design is progressing. Vote: all Ayes (5-0)

Steigerwaldt reviewed the three proposed water rate increases with the board. Kling shared that he was in support of proposal number two which only increased the monthly rate by \$1.00 per month and increased the higher tiered water rates which would promote water conservation. Steigerwaldt stated this is the one he was favoring as well. Bender was also in favor of proposal number two. The rest of the members concurred. Steigerwaldt stated he would publish this rate proposal in the paper with the public hearing announcement set for June 9th, 2020. This will allow for the new rate to go into effect July 1, 2020.

Steigerwaldt updated the board on the field activities. Service Department: remote read meters installed on 18 accounts; 9,434-meter reads; 0 straight meters to radio; 59 tag orders; and 41 service calls.

Steigerwaldt stated there was one water main break last month which was at 2685 25th Avenue. The break occurred under a large tree which had to be removed. Staff started the annual fire hydrant flushing program this year and SCADA upgrades were made at sites #3 and #5. Northway Well and Pump also began working on Well #4 at the main shop.

April gallons pumped: 89,702,000

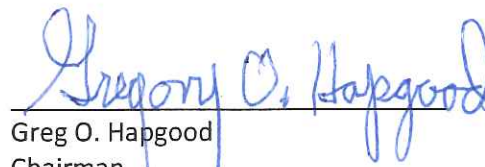
Secretary Report –

Steigerwaldt informed the board there were 20 building permits issued in April over a \$50,000 valuation. 17 of the permits were for single-family homes, two commercial remodels and one townhome permit issued.

The next regular monthly board meeting was set for Tuesday, June 9th, 2020. The meeting may be another virtual Zoom meeting.

The meeting adjourned at 4:52 PM.


Todd Steigerwaldt
Secretary


Greg O. Hapgood
Chairman