



MINUTES

Water Board

4:00 PM - Tuesday, October 11, 2022

Water Department, 3050 5th Avenue

The Water Board of the City of Marion, Linn County, Iowa met on Tuesday, October 11, 2022, at 4:00 PM, at Water Department, 3050 5th Avenue, with the following members present:

PRESENT: John Bender, Amy Olson, William Kling, and Terry Chew

ABSENT: John McIntosh

STAFF PRESENT: Todd Steigerwaldt and Curt Huhndorf

CALL TO ORDER

Motion to approve the September 13th 2022 minutes and September 2022 payable invoices for \$1,413,264.27.

Moved by Chew, seconded by Bender, to approve items referenced above. Bender noted there was some extra overtime in September. Huhndorf stated the contractors have been working late and the inspectors are needed there to get the GPS shots on the critical install locations for valves and bends etc.

Approved unanimously

Motion to receive and file the September 2022 revenue, expense and financial reports.

Moved by Kling, seconded by Olson, to approve items referenced above. Steigerwaldt shared and reviewed the month end reports with the board.

Approved unanimously

Motion to receive and file quarterly Bad Debt report for city and water utilities.

Moved by Olson, seconded by Kling, to approve item referenced above. Steigerwaldt stated there was a slight decrease from same quarter one year ago on bad debt collection amounts.

Approved unanimously

Resolution 22-18 approving contract and bond from Rathje Construction Company for the 4355 29th Avenue Water Main Project.

Moved by Kling, seconded by Bender, to approve item referenced above. Steigerwaldt stated staff met with the property owner and walked the project site. The city arborist was present to answer questions regarding the existing conditions of the trees in the ROW for the property owner. The contractor plans on starting in two weeks pending weather. Bender asked about the traffic control. Steigerwaldt stated the contractor will close the south lane and use the turning lane for eastbound traffic.

Approved by the following votes:

Ayes: Bender, Olson, and Kling

Nays: Chew

Abstained: Chew

Motion to approve partial payment #16 to WRH, Inc. for the Well 5 & 8 Water Treatment Plant for \$57,531.27.

Moved by Bender, seconded by Olson, to approve above referenced item. Steigerwaldt stated the contractor is shooting for October 25th for the initial plant startup procedures assuming several key computer cards arrive soon. Staff has been flushing and disinfecting the wells. Kling noted there is still over \$180,000 remaining for the project completion. Bender stated he was impressed with the really low dollar amount of change orders requested which was just 1% of the overall cost of the project.

Approved unanimously

Motion to approve payment to Veenstra & Kimm Inc. for design work associated with the Well 5 & 8 Water Treatment Project for \$627.50.

Moved by Olson, seconded by Kling, to approved above referenced item. Payment per existing contract with V&K.

Approved unanimously

Motion approving annual dues and voluntary contribution to the Marion Chamber.

Moved by Chew, seconded by Olson, to approve above referenced item in the amount of \$577.50 Steigerwaldt stated this is a budgeted expense.

Approved unanimously

Motion approving annual Red Flag Rules program for FY23.

Moved by Bender, seconded by Kling, to approve above reference program renewal. Steigerwaldt stated we annually review the Identity Theft Prevention Program. He was happy to report there have been no exposure incidents to report. He commended the city's IT department for their knowledgeable and talented staff that stay on top of all security items and protocols. Olson asked if we check the person's ID before starting water service. Steigerwaldt stated we didn't as many customers setup up service over the phone. He stated we do collect SSN for renters and a \$100 deposit. If they own the property we would then lien the property if they leave us with an unpaid utility bill. Bender asked if we had laptops in each fleet vehicle. Steigerwaldt stated we do not but he plans on outfitting several vehicles this year with laptops for staff to view the online maps.

Approved unanimously

Motion to eliminate the suspension of utility accounts for customers that leave for the winter.

Moved by Kling, seconded by Olson, to approve the above reference item. Steigerwaldt explained to the board the challenges staff have and the revenue loss occurred by allowing this practice to continue. Our software isn't setup to handle the suspension of the utility account which does not send out a bill to the customer when they are gone for the winter. Steigerwaldt stated two other cities, Coralville and Hiawatha, do not allow suspension of water accounts and Cedar Rapids is wanting to eliminate this option as well but haven't yet. The other challenge is when the water is shut off when they leave, then their account

number changes when they come back and that can mess up their ACH or automatic credit card payments. Another issue is not knowing when the customer comes back and then they want their service restored. A few customers will come back multiple times over the winter thus having us turn on and off their water multiple times. There is revenue loss when the account is suspended which depends on the number of customers that request this service. The board agreed to eliminate this option for the customers that leave for the winter and return in the spring. Customers who are needing water shut off for plumbing issues or remodeling can still have their service stopped and turned back on for a charge with a new account number.

Approved unanimously

Discussion of Lucore Road property purchase.

Steigerwaldt shared with the board that Brain Engineering has completed the survey for the split of the 40 acre parcel along Lucore Road. The POS was shared with the board. The south property line of our 20 acres ends up being south of the existing farmstead buildings. The owner would like to move the closing date up to December 2022. The owner has removed almost all of the items that he wanted to salvage from the farmstead buildings. The parks department needs to determine if they want to keep some of the existing structures and concrete pads. The Parks Director would like to keep the remaining 17 acres. Steigerwaldt will be working with city staff and the city council on a payment plan for the acres the city wants to purchase from the water department.

Discussion regarding Field Operations Reports.

Steigerwaldt reviewed the monthly reports with the board.

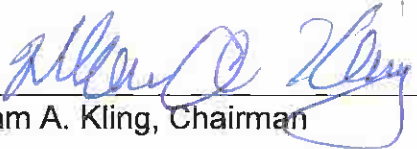
Discussion regarding the Secretary's report.

- **September Building Permits**
- **DNR email and PFAS results**
- **ICAP Grant Award \$1000**
- **Well #11 log plans and project status**


Steigerwaldt shared the September building report and the email from the DNR stating that Well #1 has no PFAS detects. He also shared that the department was a recipient of a \$1000 ICAP grant. Steigerwaldt updated the board on the Well #11 project status schedule and shared initial drawings of the site location.

The next Water Board meeting will be Tuesday, November 8, 2022 at 3050 5th Avenue, Marion and on Zoom.

ADJOURN



William A. Kling, Chairman



Todd Steigerwaldt, Secretary