



## MINUTES Water Board

4:00 PM - Tuesday, January 10, 2023  
Water Department, 3050 5th Avenue

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The Water Board of the City of Marion, Linn County, Iowa met on Tuesday, January 10, 2023, at 4:00 PM, at Water Department, 3050 5th Avenue, with the following members present:

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

ABSENT:

STAFF PRESENT: Todd Steigerwaldt and Curt Huhndorf

### CALL TO ORDER

**Motion to approve the December 13th 2022 minutes and December 2022 payable invoices for \$1,857,534.98.**

Moved by McIntosh, seconded by Kling, to approve items referenced above. Steigerwaldt shared the payables and minutes with the board.

Approved unanimously

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

Moved by Bender, seconded by Chew, to approve above referenced items. Steigerwaldt shared and reviewed the reports with the board. Kling asked why we didn't use the capital project fund budget account section in the expense report. Steigerwaldt stated we haven't used this section since the Well #7 project which used SRF funds. It would not be utilized again unless we get another loan which requires special reporting functions which this accounting section provides.

Approved unanimously

**Motion to approve Resolution 23-01 for the adoption of the proposed FY24 2023-2024 budget for the Marion Municipal Water Department, Marion, Iowa.**

Moved by McIntosh, seconded by Kling, to approve the attached resolution. Steigerwaldt reviewed the budget memo with the board for the FY24 fiscal year. He highlighted the proposed capital projects and expected expenses. He included a 3% rate increase for water revenue. Huhndorf noted the FY25 proposed capital budget items didn't include funds for a new backhoe. Steigerwaldt stated that item could be added in for that fiscal year budget. Steigerwaldt stated the proposed FY24 budget was similar to the current year budget.

Approved by the following votes:

Ayes: Bender, Olson, Kling, McIntosh, and Chew

**Motion to receive and file quarterly bad debt report.**

Moved by Kling, seconded by Bender, to approve above referenced item. Steigerwaldt shared the quarterly bad debt report and noted that this quarter's bad debt amount was slightly less than one year ago.

Approved unanimously

**Motion to receive and file annual billed water consumption report.**

Moved by Kling, seconded by McIntosh, to approve the above referenced item. Steigerwaldt shared the annual billed water consumption report which was slightly lower from the last calendar year's volume of water pumped. He noted this may be simply a timing issue based on the billing cycles.

Approved unanimously

**Motion to approve preliminary plat concept and use of city owned land in the Rookwood Estates East development plan.**

Moved by Bender, seconded by Kling, to approve conceptually the item referenced above. Steigerwaldt shared the Rookwood Estates East preliminary plat concept with the board members. He stated that Kim Downs, the Deputy City Manager, was asking both Park and Water Boards to review and agree on the conceptual layout of the plat which was showing 1.3 acres of city ground being used for part of the development. This is near the future Silurian Well #11 that is currently under design east of Highway 13 and south of Fernow Road. The board members were ok with selling the 1.3 acres but wanted to be sure the land was at market price and they wanted the developer to install the entire street with utilities at 100% his cost along the city owned ground.

Approved unanimously

**Motion to approve Marion Water Department Early Separation Option Agreement for 2023.**

Moved by McIntosh, seconded by Olson, to approve above referenced item. Steigerwaldt told the board there may be some interest by an employee for early retirement. He shared the Early Separation Option Agreement and stated this program has been offered to retirees in the past. He stated this retirement package may be new to the newer board members so he wanted to share it with everyone to discuss and comment. Steigerwaldt stated this retirement package was modeled after what the city has offered to city employees in the past whom have met the qualifications for early retirement. It is not currently being offered by the city. Bender and Kling both stated they were familiar with the retirement package. Kling had several questions on a couple of items and asked for clarification and revisions to be made to make certain any misinterpretations are avoided. Bender agreed with Kling's comments and it was decided to table this motion and have Steigerwaldt make some minor revisions to the document. McIntosh was ok with tabling this item.

**Motion to table the Marion Water Department Early Separation Option Agreement for 2023.**

Moved by Bender, seconded by McIntosh, to table the above referenced item. Steigerwaldt will make some corrections to the document and clarify some items that the board had questions. He will bring it back before the board at the February meeting.

Approved unanimously

**Motion to approve payment to Veenstra & Kimm Inc. for design work associated with the Well 5 & 8 Water Treatment Project for \$1,231.50.**

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

Approved unanimously

**Motion to approve water donation for the Marion Rotary Club's annual Rotary Golf Cart Winter Drop at the Indian Creek Country Club.**

Moved by Chew, seconded by Olson, to approve above mentioned item. Steigerwaldt stated that Rotary member Tom Barnes asked if the Water Department would provide water to fill the club's swimming pool for their annual fund raiser. They raised \$1,300 for their Shoes for Kids program. Last year the golf cart fell through the ice on March 15th at 2:22 PM. Steigerwaldt showed a short presentation of the golf cart falling through the ice last year. The board was supportive of this fund raiser.

Approved by the following votes:

Ayes: Olson, Kling, McIntosh, and Chew

Nays: Bender

Abstained: Bender

**Discussion regarding Field Operations Reports.**

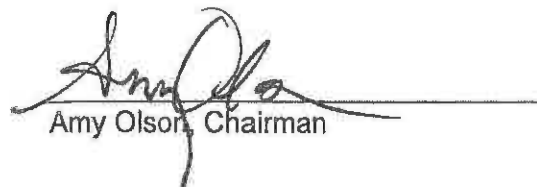
Steigerwaldt reviewed with the board the monthly service reports and field activities for December 2022. Staff sold water from the new iron removal plant but there were a few mechanical items that need to be addressed. He stated the contractors were going to meet tomorrow to hopefully fix these items. Staff also had 6 leaks in December and 2 more in January so far.

**Secretary Report**


Steigerwaldt shared the December monthly building report with permits pulled over \$50,000 in valuation. He also showed the board the the fire apparatus called the "Turtle" that is used to put out electric car batteries. This devices is manufactured by Tom Barnes of Barnes Manufacturing. Mr. Barnes wanted to thank staff for their assistance and water used in testing this new device.

**ADJOURN**

The next Marion Water Board meeting will be at 3050 5th Avenue, Marion and on ZOOM at 3:00 PM on February 14th 2023.

  
Amy Olson, Chairman

**Draft**

  
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Todd Steigerwald, Secretary