



**MINUTES
Water Board**

3:00 PM - Tuesday, February 14, 2023
Water Department, 3050 5th Avenue

The Water Board of the City of Marion, Linn County, Iowa met on Tuesday, February 14, 2023, at 3:00 PM, on ZOOM with the following members present:

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

ABSENT:

STAFF PRESENT: Todd Steigerwaldt

CALL TO ORDER

Motion to approve the January 10th 2023 minutes and January 2023 payable invoices for \$1,818,400.73.

Moved by McIntosh, seconded by Chew, to approve the above referenced items. Steigerwaldt shared the payables and minutes. Bender noted the overtime was up some which may have been due to some water main leaks. Steigerwaldt stated that was correct. Kling asked about the large payment to the city this month. Steigerwaldt stated later in the agenda there were two project reimbursement payments to the city for two separate capital improvement projects. He simply made one larger payment to the city for these two reimbursements.

Approved unanimously

Motion to receive and file the January 2023 revenue, expense and financial reports.

Moved by Bender, seconded by Kling, to approve above referenced items. Steigerwaldt noted there was nothing out of the ordinary to report this month.

Approved unanimously

Motion to receive and file the annual Field Activities Report for 2022.

Moved by McIntosh, seconded by Olson, to receive and file the above report. Steigerwaldt highlighted the activities that occurred in 2022. He stated the crew accomplished a lot of work last year. Bender asked about what all was covered in the service call totals. Steigerwaldt explained anytime a call comes in and the service man stops by a property then this is reported as a service call.

Approved unanimously

Motion to approve Change Order #3 with Rathje Construction for the 4355 29th Avenue Water Main Project for \$1,508.00.

Moved by Chew, seconded by McIntosh, to approve the above referenced item. Steigerwaldt stated this item is for erosion control measures that were determined to be needed during the project that were not in the itemized bid.

Approved unanimously

Motion to approve payment #1 to Rathje Construction for the 4355 29th Avenue Water Main Project for \$61,201.09.

Moved by Kling, seconded by Bender, to approve the above referenced item. Steigerwaldt stated this project is completed except for some spring hydro-seeding and replacement of a few cracked sidewalk panels that broke during the backfill operation. The 5% retainage has been withheld from this payment. The connection of the 12" water main appears to be making a positive difference in our water testing samples. The project will come in under the contracted price by \$2,951.80.

Approved unanimously

Motion to approve payment to the city of Marion for the water main relaid along 7th Avenue and 10th Street in the Phase 2 - 2021 Central Corridor Improvements for 7th Avenue for \$380,107.33.

Moved by McIntosh, seconded by Chew, to approve above referenced item. Steigerwaldt stated that all new water main, potable service lines and fire lines are now installed in the downtown businesses. This was the final payment for this project. He stated a lot of lead goosenecks and lead service lines have now been eliminated in the downtown.

Approved unanimously

Motion to approve payment to the city of Marion for the water main installed along 3rd Avenue between 31st Street and 27th Street for \$166,496.64.

Moved by Kling, seconded by Bender, to approve the above reference project. Steigerwaldt told the board that Rathje Construction is the contractor on this two year project. This payment is for all the new water main installed along 3rd Avenue between 27th Street and 31st Street last year. They will continue replacing water main on 3rd Avenue to 22nd Street after school is out. They will also replace old water main along 22nd Street between 3rd Avenue to 5th Avenue. Chew asked about the age of the water main that was being replaced. Steigerwaldt estimated back in the 1950's but would do some research and let him know.

Approved unanimously

Motion approving 2023 farm lease with Blackford Farms for the newly acquired land off of Lucore Road.

Moved by McIntosh, seconded by Olson, to approve item referenced above. Steigerwaldt stated there are 8.9 acres of tillable land on the east end of this property that the farmer is willing to farm for us this spring for \$300 per acre. He asked the Parks Director if they wanted to handle the cash rent agreement and he declined. Bender and Kling asked for clarification on the exhibit map and the two shaded areas. Steigerwaldt stated this exhibit was from the farmer which showed a rectangular area as an option to rent for 6.5 acres or the entire previously farmed area for 8.9 acres.

Approved unanimously

Motion approving water main application for the Osage Estates First Addition to the city of Marion.

Moved by Olson, seconded by Chew, to approve above mentioned item. Steigerwaldt stated this development is west of the former Winslow Road and north of the Winslow House Care Facility. The developer is Todd Wood, TW Homes, of Marion. He will build 32 new residential homes in this subdivision. The Water Department will reimburse the developer to complete a water main gap north of this addition and tie the water main into the existing 12" main along the east side of Winslow Road. This area with the missing water main is city owned land to be used for the future Tower Terrace Road right of way. Bender asked about the future of Winslow Road. Steigerwaldt stated the developer will improve his half for the road with storm sewer, sidewalk and curb and gutter with an HMA overlay. The city will have to improve the easterly half of Winslow Road in future if they remain the property owner of the land east of Winslow Road. Steigerwaldt stated this section of the Winslow will have limited traffic in the future as the wooden bridge just north of this addition will eventually be removed and not rebuilt.

Approved unanimously

Motion to approve Project Calendar regarding the 2023 27th Street Water Main Relay Project as follows:

- **Motion to retain the Water Department Engineer as Project Engineer regarding the 2023 27th Street Water Main Relay Project.**
- **Resolution 23-02 approving the Resolution of Necessity regarding the 2023 27th Street Water Main Relay Project.**
- **Resolution 23-03 ordering preparation of detailed plans, specifications, notice of hearing and letting, notice to bidders, form of contract, and estimate of cost regarding the 2023 27th Street Water Main Relay Project.**
- **Resolution 23-04 approving and adopting final plans, specifications, notice of hearing and letting, notice to bidders, form of contract, and estimate of cost regarding the 2023 27th Street Water Main Relay Project.**

Moved by Chew, seconded by McIntosh, to approve the above Project Calendar for stated project with one motion and vote for all resolutions listed. Steigerwaldt stated this water main relay project will be publicly let and completed in 2023. Bender asked about the scope and location of the project. Steigerwaldt stated water main will be replaced on 27th Street from McGowan Boulevard all the way to 14th Avenue. New valves, fire hydrants and water main will be installed and reconnected to existing water service lines. He anticipates the project to cost between \$310,000 to \$320,000. This is a known problem area for the department. Bids will be due March 9th at 2pm.

Approved by the following votes:

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

Motion to approve Project Calendar regarding the Project as follows:

- **Motion to retain the Water Department Engineer as Project Engineer regarding the Well 11 Project.**
- **Resolution 23-05 approving the Resolution of Necessity regarding the Well 11 Project.**
- **Resolution 23-06 ordering preparation of detailed plans, specifications, notice of hearing and letting, notice to bidders, form of contract, and estimate of cost regarding the Well 11 Project.**

- **Resolution 23-07 approving and adopting final plans, specifications, notice of hearing and letting, notice to bidders, form of contract, and estimate of cost regarding the Well 11 Project.**

Moved by Kling, seconded by Bender, to approve the above Project Calendar for the stated project with one motion and vote for all resolutions listed. Steigerwaldt stated this is for the new Silurian Well 11 east of Hwy 13 and south of Fernow Road. The city of Lisbon just received 3 bids for a similar Silurian Well. They had three bidders. The low bidder was \$224,433 and the highest bid was \$243,722. He expected our Well 11 to fall within this range. He was giving the contractor an open schedule to drill this well hoping to get better bids. The project completion deadline is March 29, 2024 but the winning contractor can start sooner.

Approved by the following votes:

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

Discussion regarding the proposed 5% water rate increases for FY 24 to be effective July 1, 2023.

Steigerwaldt shared a water rate increase scenario with the board. He stated Janice Lawrence ran a 5% increase as was approved with the FY24 budget to obtain approximately \$150,000 in additional revenue. They also proposed increasing the bulk water rates and unmetered parks monthly flat fee by 5% as well. At the bottom of the proposal was a table that shows some actual accounts and what the financial impact would be to the customer. Steigerwaldt asked the board if other scenarios are needed ahead of the public hearing in May this would be the time to request them. Bender asked about the unmetered parks meter increase. Steigerwaldt stated there were several parks around town that do not have water meters installed so they get a monthly flat fee for the water consumed there. The board was agreeable to 5% rate increase proposal.

Discussion on the approval of the Marion Water Department Early Separation Agreement for 2023.

Steigerwaldt reviewed this early retirement agreement with the board. He stated this program has been offered to retirees in the past. This package was discussed at the last board meeting and Kling had added some comments and clarifications particularly in section 4. 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 offered every year by the city. Kling shared his comments and suggested that are incorporated in the agreement. The board decided not to take action on the agreement at this meeting but stated to place it on the next agenda for them to consider and approve.

Discussion regarding Field Operations Reports.

Steigerwaldt reviewed with the board the monthly service reports and field activities for January 2023. He stated staff sold water from the new iron removal plant and just a few minor items remain. He stated the contractors were going to meet soon to hopefully fix these items. Staff also had 3 water main breaks in January. Crews also finished remodeling the older booster station at Site #5. Bender noted no water was being pumped from Well #1. Steigerwaldt stated since the iron removal plant was online now that Well #1 was not needed and it tends to have extra iron that we do not need to send into the system. Staff typically runs Well #1 starting around the annual fire hydrant flushing program in April and leaves it running during the peak summer water usage time.

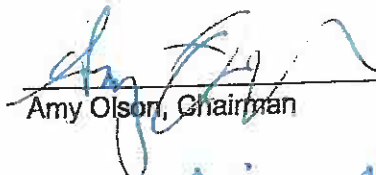
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Secretary Report


Steigenwaldt stated there were no building permits pulled over \$50,000 in valuation in the month of January. He asked if any board member wanted to attend the Mayor's State of the City luncheon on March 8th. All members had conflicts and declined. Steigenwaldt shared two thank you letters from MEDCO and the Marion Leadership in Action Committee thanking the board for their annual financial support.

ADJOURN at 4:07 PM

The next Marion Water Board meeting will be held on Tuesday, March 21 at pm at 3050 5th Avenue, Marion or on ZOOM.



Amy Olson, Chairman



Todd Steigenwaldt, Secretary