



AGENDA

Water Board

4:00 PM - Tuesday, February 13, 2024
Water Department, 3050 5th Avenue

Any item listed on the agenda may be open to discussion by the board. If you wish to address the board, please wait until the chair asks you to speak.

This meeting is viewable online. To watch, go to Zoom.com, select Join a Meeting, and enter the Meeting ID# 853 11625 633. A link is also provided at www.cityofmarion.org. Audio only can be heard by calling 1-646-558-8656 and entering the same Meeting ID listed above.

Those who wish to comment must either attend the meeting in person or submit the comment to Todd Steigerwaldt by 1:00 p.m. on Tuesday, February 13, 2024 via phone at 319-743-6311 or email at tsteigerwaldt@cityofmarion.org.

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CALL TO ORDER

REGULAR AGENDA

- 1. **Motion to approve the January 9, 2024 minutes and January 2024 payable invoices for \$1,449,040.03.** 5 - 9

Attached are the January minutes and payables invoices for January 2024.

[Minutes 01 09 2024 Draft](#)
[Payables January 2024](#)

- 2. **Motion to receive and file the 2023 Marion Water Activities Report.** 10 - 12

See attached 2023 activities report that shows all the work staff completed and the length of water main installed and replaced around town. It was a busy year last year.

[2023 Activity Report](#)

- 3. **Motion to receive and file the January 2024 revenue, expense and financial reports.** 13 - 33

See attached documents. We have two \$1 million dollar CDs maturing the week of February 25th. I'll be checking later this month to see which bank has the best CD rates.

[Bank Recon 1-31-24](#)
[Expense Report-Jan 2024](#)
[Fund Balances 1-31-24](#)
[Revenue Report-Jan 2024](#)

4. **Motion to accept proposal for annual audit services from Hogan Hansen.**

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Attached is a proposal from Hogan Hansen for future annual audit services starting in 2025. We have one more year left on our existing contract with them for next years audit for FY23/24 for \$18,375. The future fees increase range between 5.3% - 8.4% per year. The average number of hours needed each year to complete the audit is between 140 to 200 hours which equates to \$139.29 - \$97.50 per hour. Their normal hourly rate for an auditor is \$250 per hour.

[Hogan Hansen renewal](#)

5. **Motion approving contract with Rathje Construction Company for water main relay adjacent to the Ohnward Bank Remodel along Marion Boulevard and Armar Drive.**

I have not received the contract at time of this memo. I will send it out in a separate email Tuesday and have it available to review during the meeting.

6. **Motion approving professional engineering services agreement with Veenstran& Kimm, Inc. for design of 1 MG composite elevated water tower at 6301 Lucore Road.**

35 - 48

Attached is a contract from V&K Inc. for design services for the future 1 MG elevated water tower to be located at 6301 Lucore Road. See exhibit B for approximate time line and exhibit C for design compensation costs.

[2024-1-13 Marion Lucore Road Elevated Storage Tank Engineering Services Agreement](#)

7. **Discussion on getting quotes to demo and site cleanup at 6301 Lucore Road.**

49

I'm asking then board for the Water Department to take the lead on the demo and site cleanup at 6301 Lucore Road. The city has had the remediation of the asbestos found on site already. A structural assessment of the silo and dual grain bins is underway. Staff from Parks, Public Service and Water have gotten together and obtained cost estimates for tipping fees and rental of demolition equipment. I'm thinking the best option is to hire a qualified demo contractor to do this cleanup. This is not a normal job that city staff has done to this scale in the past. A demo contractor is better equipped to handle this work than city staff. I can get some estimates and share with the board next month. We would share the cleanup cost with the city based on acres purchased. 15% cost for Water and 85% cost for the city. We may have to give them a payment plan again depending on the quotes received.

[6301 Lucore Road Demo](#)

8. Discussion on future water rate increase for July 1, 2024.

50

Janice Lawrence has prepared a basic water rate increase of 3% which will generate approximately \$150,000 which was anticipated in next year's budget. See the column on the right under FY 24-25 for more details. At the bottom of the spreadsheet, she shows the approximate dollar increase for various customer accounts compared to the current rates. Some other rate increases for the board to consider are bulk water sales, unmetered Parks Water flat fee charge, billing fee to the city (increase from \$1.60 to \$1.75 per bill) and fixed charges/misc billing items and meter markup fees. I'll discuss these other fees/charges in more detail at the meeting for the board's input.

[Water Rate Proposal Options](#)

9. Discussion on memorial bench or tree and location for deceased board members.

51 - 55

Last month there was discussion about the desire to have a bench donated at a park location in memory of past board members. Enclosed are two options. Lowe Park or the future caboose park by the Legion named after Paul Draper. Benches are \$2,000 and the plaque can accommodate three lines of lettering. Another idea to consider is just purchasing a bench on our own and placing it outside of our office.

[Park Bench locations and options](#)

10. Discussion regarding Field Operations Reports.

56 - 59

Attached are the January field operations and pumping reports.

[January 2024 Distribution report](#)

[January 2024 Well & Booster Chart](#)

[January Monthly Service Report](#)

[Pumping 2023-24](#)

11. Secretary Report

January Building Permits

NEW - City Council Annual Department Update - April

Employee Appreciation/Thank You Letter

City Showcase - April 20th 9-noon at YMCA

State of the City - March 5th at Radison Hotel

There were only 3 building permits issued January 2024 over a \$50,000 valuation.

A new request by the city council this year if for all boards/commissions and external partners to share their past accomplishments and future projects and activities. The Water Department is slated for an April council meeting presentation.

The new truck arrived in January.

Andy Briles was recognized by a water customer for his good deeds.

[Annual Update Schedule - Final](#)

[January Building Permits](#)

[New Truck pic](#)

[New Truck pic b](#)

[Thank you letter](#)

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