

The regular monthly meeting of the Marion Water Department's Board of Trustees was called to order at 5:30 PM, on December 13th, 2011, in the executive conference room of City Hall, Marion, Iowa. Trustees Robert Anderson, Mary Ann McComas and Greg Hapgood were present. Anderson called the meeting to order. Other people attending the meeting included Todd Steigerwaldt, Board Secretary, and Jerry Blazek Operations Supervisor.

Minutes of the regular monthly meeting held on November 8th 2011 were reviewed along with the November disbursements, and the November 2011 fund balance report. Motion by McComas, seconded by Hapgood to approve same. Vote: all Ayes (3-0)

Motion by McComas, seconded by Hapgood approving employee wage rate increases and department health insurance contribution amounts for the 2012-2013 fiscal budget year that was presented and discussed at the 4:30 PM trustee work session. Vote: all Ayes (3-0)

Motion by Hapgood, seconded by McComas approving partial payment #4 to Portzen Construction Inc. for work completed on the Booster Station Improvement Project at Well Site #7 in the amount of \$66,310.00. Steigerwaldt stated the building was now erected and the roof was in place less the shingles. The main driveway and sidewalks around the building were completed. He showed the board photos of the building progress. More activity was expected to occur later this week at the site. Vote: all Ayes (3-0)

Motion by McComas, seconded by Hapgood approving partial payment #1 to Veenstra & Kimm, Inc. for resident review services for Well No. 7 Ground Storage Tank and Booster Station Project in the amount of \$769.60. Steigerwaldt stated the consultant made several site visits to the job site last month. Vote: all Ayes (3-0)

Motion by McComas, seconded by Hapgood approving partial payment #9 to Natgun Corporation for work completed for the 1.0 MG Water Storage Tank Improvement project at Well Site #7 in the amount of \$19,633.27. Steigerwaldt stated the tank is completed and only final paperwork remains before acceptance of the project is approved. Once this occurs the 5% retainage amount can be paid to the contractor 30 days after project acceptance. Vote: all Ayes (3-0)

Resolution No. 11-22 accepting water main improvements and extensions to the municipal waterworks plant and system in the Country Club Estates 5th Addition to the city of Marion, Iowa in the amount of \$12,914.00. Steigerwaldt told the board that this subdivision had 11 single family lots created and the builder was Jerry's Homes. Motion by Hapgood, seconded by McComas. Roll Call vote: all Ayes (3-0)

Motion by Hapgood, seconded by McComas approving water main application for Lincolnview Square Addition to the city of Marion, Iowa. Steigerwaldt shared with the board the new development's location and layout. Steigerwaldt stated that demolition and public improvement installations should be occurring soon. Vote: all Ayes (3-0)

Motion by McComas, seconded by Hapgood to receive and file correspondence letter from Shawn Stanger of 2620 Spoonbill Drive regarding the department's policy on the

final water bill. Steigerwaldt told the board there was no further correspondence from Mr. Stanger since Steigerwaldt's reply letter was sent to him. Vote: all Ayes (3-0)

Steigerwaldt provided the board with the 2009 Water Department action plan and he reviewed with them the two items that were not completed; however, there was work performed on both tasks. A grant has been applied for the emergency generator at Well Site #4 and even though a leak detection contractor has not been hired at this time, staff continues to be on the lookout for small water leaks throughout the system. Steigerwaldt will share this action plan with the two new members in January and then will begin to create a new action plan with the board members and staff for the next two years.

Steigerwaldt told the board he had a good conversation with our local well contractor and he thanked him for their quick assistance last August when the Well #5 needed emergency repair. Steigerwaldt is waiting on a revised proposal from Northway Well and Pump to lower the pump at Well #6 yet this winter and he asked Northway Well and Pump to consider pre-purchasing a new pump for Well #5 so that there is not a 6 week delay if this site suddenly fails. The owner of Northway Well and Pump is considering this option and will let Steigerwaldt know his decision.

Motion by McComas, seconded by Anderson approving Hapgood as the new chairperson for next year beginning January 2012. Vote: all Ayes (3-0)

Blazek updated the board on the field activities: Service Dept: remote read meters installed in 28 accounts; 224 meter read orders; 160 straight meters to radio; 176 tag orders; 176 service calls; and 402 locations worked. Inspection continued on the Booster Station project. Subdivision punch list items were reviewed and inspected. Crews raised and replaced several broken water valves and did fire hydrant maintenance. Several water main breaks occurred and were repaired. November gallons pumped: 71,867,000.

Secretary Report –

Steigerwaldt shared with the board the monthly building permit report. There were 14 new permits last month. There was 1 commercial permit and one 3-plex condo permit pulled as well as 12 new home construction permits.

Steigerwaldt informed the board that the credit card payment system doubled in usage last month. More and more customers continue to use this payment method as an option.

Steigerwaldt was happy to report to the board that the department's rental house was successfully rented with no lapse in rent payments. A young family has moved in with three little children.

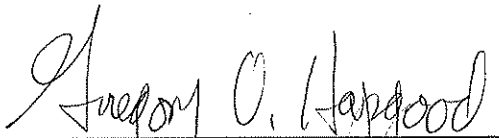
Two new board members will join the board starting in January pending the city council's approving the mayor's selection on December 15th. John Bender and John McIntosh were selected by the mayor to serve a 3 year and 1 year term, respectively. Steigerwaldt also informed the board that due to an oversight in writing the revised city ordinance, the city attorney has two members being up for reappointment or

replacement at the same time. Steigerwaldt didn't see this as an issue since many other committees and city boards have this similar situation occur without any problems.


Steigerwaldt told the board that our consultant attended a DNR meeting in Des Moines regarding the Silurian and Jordan Aquifer studies. He corrected the DNR staff who stated water withdrawal restrictions may be considered in the future depending on the future viability of the aquifers. Our consultant pointed out to the DNR that they have already restricted Marion's future consumption amounts from the Jordan and therefore all future permits and renewal of existing permits in the metro areas should also have the same restrictions applied across the area. The DNR acknowledged his statement.

The next regular monthly meeting for the water board was set for 5:15 PM on Tuesday, January 10, 2012.

Chairman Anderson adjourned the meeting at 6:25 PM.



Gregory O. Haggood
Chairman



Todd Steigerwaldt, Secretary