

The regular monthly meeting of the Marion Water Department's Board of Trustees was called to order at 5:15 PM, on January 10, 2012, in the executive conference room of City Hall, Marion, Iowa. Trustees Mary Ann McComas, John McIntosh, John Bender and Greg Hapgood were present. Hapgood called the meeting to order. Other people attending the meeting included Todd Steigerwaldt, Board Secretary, Jerry Blazek Operations Supervisor and Curt Huhndorf, Distribution Foreman.

Chairman Hapgood welcomed the two newest water board of trustees to the water board meeting. Both John McIntosh and John Bender were appointed by Mayor Paul Rehn and approved by the Marion City Council at the December 15th 2011 city council meeting.

Motion by McComas, seconded by McIntosh to approve the minutes for the special work session held on December 13th 2011 at 4:30 PM. There was no official action taken at this work session. Vote all Ayes (4-0)

Water board trustee, Robert Anderson, arrived at 5:17 PM.

Minutes of the regular monthly meeting held on December 13th 2011 were reviewed along with the December disbursements, and the December 2011 fund balance report. Motion by McComas, seconded by Anderson to approve same. Vote: all Ayes (5-0)

Resolution 12-01, for the adoption of the proposed 2012-2013 budget for the Marion Municipal Water Department, Marion, Iowa. Steigerwaldt shared with the board the proposed budget spreadsheet and reviewed with them the proposed capital project water main relay location areas for next fiscal year. He expected they would need to use \$471,905 from the cash reserves to balance the proposed budget. He stated there were adequate cash reserves available to cover the capital improvement project expenses for the next year without a rate increase however the department does have 20 year \$3.5 million SRF loan for Well #7 that he would like to payoff sooner rather than later. The 20 year interest on the loan is \$1,244,867. In order to pay down the loan sooner and to replace older water mains, along with the city's aggressive capital work program, more revenue would be needed eventually. Several other minor budget items were reviewed and discussed with the board. It was suggested that the department formally accept reservations and charge a minimum fee for the private use of Merrill Garden. Steigerwaldt will bring a proposal before the board at the next board meeting.

The board discussed the health insurance premiums for retirees and decided to increase the premiums 12.77% which was the suggested rate increase provided by Blue Cross Blue Shield. Motion by McComas, seconded by Bender. Roll Call Vote: all Ayes (5-0)

Resolution 12-02, accepting water main extensions in the 2011 Tower Terrace Road Improvement Project – Phase II to the city of Marion, Iowa in the amount of \$33,064.00. Steigerwaldt told the board that this city project was completed between 10th Street and 3rd Street and the new Esco commercial building would be served off of this road. Anderson commented that he had recently driven down this road and was impressed by the layout and the new Esco building. Motion by McComas, seconded by McIntosh. Roll Call vote: all Ayes (5-0)

Motion by McComas, seconded by Anderson approving partial payment #5 to Portzen Construction Inc. for work completed on the Booster Station Improvement Project at Well Site #7 in the amount of \$263,758.00. Steigerwaldt showed photos of the building site and the new emergency backup generator and fence. He also showed the board photos of the inside building progress. The well subcontractor was preparing to install the pump and well casing this week. Vote: all Ayes (5-0)

Motion by Bender, seconded by McIntosh approving partial payment #2 to Veenstra & Kimm, Inc. for resident review services for Well No. 7 Ground Storage Tank and Booster Station Project in the amount of \$176.43. Vote: all Ayes (5-0)

Steigerwaldt provided the board with the 2009 Water Department action plan for them to review the past department goals and tasks completed. He also shared with the board some future goals/projects and topics that could be placed into the next department action plan. He recommended that that board review the goals/projects that he had listed and then have them continue to add to this list for a future special goal setting meeting. Hapgood stated this meeting could take place in April since one board member would be absent at the next two meetings.

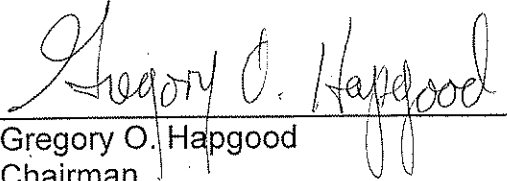
Blazek updated the board on the field activities: Service Dept: remote read meters installed in 10 accounts; 131 meter read orders; 100 straight meters to radio; 134 tag orders; 134 service calls; and 279 locations worked. Inspection continued on the Booster Station project. Subdivision punch list items were reviewed and inspected. Crews raised and replaced several broken water valves and worked on a booster motor at Well Site #5. Several water main breaks occurred and were repaired. December gallons pumped: 74,098,000.

Secretary Report –


Steigerwaldt shared with the board the monthly building permit report. There were only 3 new permits last month. There was one 4-plex condo permit pulled as well as 2 new home construction permits.

The next regular monthly meeting for the water board was set for 5:15 PM on Tuesday, February 14, 2012.

Chairman Hapgood adjourned the meeting at 6:25 PM.



Gregory O. Hapgood
Chairman



Todd Steigerwaldt, Secretary