

The regular monthly meeting of the Marion Water Department's Board of Trustees was called to order at 5:15 PM, on July 12, 2012, in the executive conference room of City Hall, Marion, Iowa. Trustees Mary Ann McComas, John McIntosh, John Bender and Greg Haggood were present. Haggood called the meeting to order. Robert Anderson arrived at 5:20 PM. Other people attending the meeting included Todd Steigerwaldt, Board Secretary, Jerry Blazek Operations Supervisor, and Curt Huhndorf Distribution Foreman.

Minutes of the regular monthly meeting held on June 12, 2012 were reviewed along with the June disbursements, and the June 2012 fund balance report. Steigerwaldt handed revised revenue and expenditure reports that had one correction on each. A correction was found before the meeting and after the board packets were distributed. Motion by McComas, seconded by McIntosh to approve same. Vote: all Ayes (5-0)

Motion by McIntosh, seconded by Bender approving partial payment #7 to Veenstra & Kimm, Inc. for resident review services for Well No. 7 Ground Storage Tank and Booster Station Project in the amount of \$2,383.00. Steigerwaldt told the board the punch list for the Booster Station is about half completed. It has been running as needed to meet peak demand. Approximately 34 MG have been pumped since it has been operational. The board asked if the sand and brass flakes are still showing up. Steigerwaldt stated no more brass flakes are showing up but that it continues to pull sand up and into the tank. Plans are still to pressurize the well with air and bail the sand from the well this fall when water demand is low. Vote: all Ayes (5-0)

Resolution 12-08, accepting water main extensions in the Oak Park Estates 3rd Addition to the city of Marion, Iowa in the amount of \$27,095.00. Steigerwaldt showed the board the project location on the wall map. Haggood asked if everything was completed and inspected and Blazek stated it was completed. Bender asked if trails were in place for the children to walk to the two Linn Mar schools and Steigerwaldt stated they were installed. Motion by McComas, seconded by Anderson. Roll Call vote: all Ayes (5-0)

Motion by Bender, seconded by McIntosh approving payment to MEDCO in the amount of \$1,250.00 for MEDCO's continuing pursuit to attract new businesses to Marion and help expand existing businesses. Board members asked if any new prospects were coming to town. Steigerwaldt stated there has been interest in the past but no firm commitments yet. Bender asked if the department had previously pledged an amount to MEDCO or if it was different each year. Steigerwaldt stated the board had previously agreed to this amount and it was a 5 year pledge. He also mentioned that George Lake gives the board an annual status update on progress MEDCO has made toward attracting new businesses to Marion. Vote: all Ayes (5-0)

Motion by Anderson, seconded by McIntosh to go with ICAP-Iowa Communities Assurance Pool for the department's fleet and general insurance needs in the amount of \$24,326.00 for the 2012-2013 fiscal year contingent on the Marion City Council also going with the same carrier. The contract would be for 3 years with a maximum 5% cap on premium increases per year assuming no major additional purchases or insurance needs occur during the that time period. Steigerwaldt explained to the board the issues he faced to finally arrive at the final numbers from the different carriers. Steigerwaldt recommend going with the lowest bid – ICAP and also pointed out the city of Marion also planned on using ICAP. The city council was voting on their insurance plan at the

same time the Marion Water Board was meeting. Vote: 4 Ayes – 1 Nay, Motion Passes.

A discussion took place regarding the request from public service to possibly install an antenna on the 1 MG elevated tower on 35th Avenue. Steigerwaldt told the board the Wednesday meeting was rescheduled to Friday morning so he was not sure if the antenna at this location would work or not. He stated that all city departments were required to narrow band their two-way radio frequencies by the FCC which was driving this request. If it was possible to install another antenna on the elevated tower then there would be some redundancy in radio coverage if something happened to the other department antennas at Fire Station #1. The board agreed this would be acceptable if no interference issues occurred to the other antennas currently installed on the tower.

Motion by McIntosh, seconded by Bender to proceed with the purchase of a utility chain saw. Huhndorf explained to the board the request and benefit of purchasing the new chain saw. He also received a quote from the salesman who would purchase from the department a used Stanley power unit which was no longer being used by the department. This trade-in reduces the cost of the new chain saw. Bender asked if there was a set budget amount for this chain saw. Steigerwaldt stated there is money in the new budget for equipment replacement needs but that we didn't have this tool in mind last fall when the budget was being set so he wanted to let the board know what equipment was being researched and eventually purchased with those funds. Vote: all Ayes (5-0)

Blazek updated the board on the field activities: Service Department: remote read meters installed in 25 accounts; 188 meter read orders; 50 straight meters to radio; 110 tag orders; 94 service calls; and 645 locations worked. Minimal inspection occurred at the Booster Station project at Well #7. City projects requiring inspection and locates kept the workers busy. There were two water main breaks that crews had to repair. Crews also replaced water valves and assisted the parks department at Starry Park on a service leak. June set a new record for the department in the amount of water pumped. June gallons pumped: 134,672,000.

Secretary Report –

Steigerwaldt shared with the board the monthly building permit report. There were 24 new permits last month that consisted of single family homes and 2, 3, and 4 unit condos.

Steigerwaldt told the board they hosted a RFP meeting on sites #4 and #5 for the Emergency Generator Project. Three engineering companies attended the site meeting. Both Alliant Energy and Pfoff Electric sent a staff member to attend the meeting. The RFPs are due Friday, July 27. Steigerwaldt asked if any board members were interested in reviewing the proposals. Bender and McIntosh expressed some interest. Steigerwaldt stated he would contact them when the proposals arrived.

Steigerwaldt told the board our newest employee – Janice Lawrence started work this week. She will be replacing Merna Moore who will be retiring next March. Janice has proven to be an excellent worker.

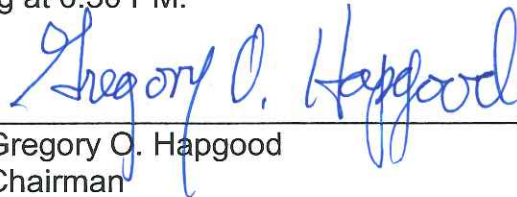
Steigerwaldt informed the board that the city council was considering changing the reduced garbage rate for those over 65 years of age beginning January 1, 2013. He stated since this information was published in the Gazette we have taken a lot of phone calls. This is a city council decision and may change over the next 3 readings by council.

Anderson made a comment that the department's rental house was looking run down and he was concerned about a liability issue for the department because of a trampoline he saw in the yard. Steigerwaldt stated he would check on any liability issues the trampoline would pose to the department and have staff look at making some minor repairs to the house. The current renter has a one year contract through December 2012.

Steigerwaldt presented to the board multiple construction projects that will occur over the next several years. Marion continues to be a progressive and growing community.

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

Chairman Hapgood adjourned the meeting at 6:30 PM.



Gregory O. Hapgood
Chairman



Todd Steigerwaldt, Secretary