

The regular monthly meeting of the Marion Water Department's Board of Trustees was called to order at 5:15 PM, on March 13, 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. Robert Anderson was absent. 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 February 21<sup>st</sup> 2012 were reviewed along with the February disbursements, and the February 2012 fund balance report. Motion by McComas, seconded by McIntosh to approve same. Vote: all Ayes (4-0)

Resolution 12-07, accepting water main extensions in the Industrial Center East 3<sup>rd</sup> Addition to the city of Marion, Iowa in the amount of \$49,668.00. Steigerwaldt told the board the location of this subdivision and that two lots have been sold. Motion by McComas, seconded by Bender. Roll Call vote: all Ayes (4-0)

Motion by McIntosh, seconded by Bender approving Meter Change Out Service Contract for 2012 – 2013. Steigerwaldt informed the board of the private contractor's past performance and that he was mainly to be used for weekend and evening service appointments to upgrade the water meters to radio read units. Steigerwaldt has been very pleased with his service to date. Vote: all Ayes (4-0)

Motion by McComas, seconded by McIntosh approving payment to Hogan Hansen for completion of the department's annual audit report ending June 30, 2011 in the amount of \$8,600.00. Steigerwaldt stated there are three more years left on this contract. He also told the board there are not many firms around that specialize in city government audits. Vote: all Ayes (4-0)

Motion by McComas, seconded by Bender approving water main application form for Hunters Field 3<sup>rd</sup> Addition to the city of Marion, Iowa. Steigerwaldt explained where this small addition is located. Bender asked if there was a water main along Connection Boulevard. Steigerwaldt stated there was not because the earlier plan called for a water main to be installed in a rear access way serving the future condos along Connection Boulevard. Steigerwaldt said the developer is now reconsidering the layout and may have to install a water main along this road in a future addition. Steigerwaldt stated this small addition was ok to be approved. Vote: all Ayes (4-0)

Motion by McComas, seconded by McIntosh approving partial payment #7 to Portzen Construction Inc. for work completed on the Booster Station Improvement Project at Well Site #7 in the amount of \$195,377.00. Steigerwaldt told the board the contractor was planning on attending the meeting if his other meeting ended earlier and that the contractor would not be requesting a March payment request. There was little work done this month but this payment request was for work done in January and February. Vote: all Ayes (4-0)

Motion by McComas, seconded by McIntosh approving partial payment #4 to Veenstra & Kimm, Inc. for resident review services for Well No. 7 Ground Storage Tank and Booster Station Project in the amount of \$969.95. Vote: all Ayes (4-0)

Discussion item regarding the DNR's public meeting on the future issues facing the Jordan and Silurian aquifers for Linn and Johnston counties took place. Steigerwaldt shared with the board some of the DNR's slides and briefly explained future impacts the department may face if rules are changed and water restrictions occur. Steigerwaldt told the board that he will continue to stay on top of this issue and DNR rule changes.

Motion by McIntosh seconded by McComas approving staff to request the Marion City Council to solicit engineering proposals for engineering services to prepare plans and specifications for the installation of Emergency Backup Generators for Well Sites #4 and #5. Steigerwaldt told the board the department was a recipient of a grant for \$372,575.00 from the Hazard Mitigation Grant Program. The department would be responsible for 15% of the above amount. The grant program required the city to be the applicant. Steigerwaldt will be the administrator of the project and the department will reimburse the city the 15% matching funds. Bender asked how many generators we currently had. Steigerwaldt stated we only have one at site #6 and the new well site #7 will also have one. McIntosh stated at one time the railroad was capable of bringing in a generator to site #4 but that is no longer an option since the tracks have been removed. Vote: all Ayes (4-0)

Motion by McComas seconded by McIntosh approving employee Andy Smith to attend the Iowa Water Industry Leadership Institute program this coming year which is sponsored by the Iowa Section of AWWA. Steigerwaldt explained the purpose of the program and the board member agreed this was a great opportunity for Smith. Vote: all Ayes (4-0)

Blazek updated the board on the field activities: Service Dept: remote read meters installed in 10 accounts; 170 meter read orders; 47 straight meters to radio; 79 tag orders; 89 service calls; and 140 locations worked. Little inspection occurred on the Booster Station project. Only one main break occurred last month. New service line taps were being made ahead of the city's 12<sup>th</sup> Street storm sewer project commencing. Field inspection and review on future city construction projects kept workers busy. February gallons pumped: 70,292,000.

### **Secretary Report –**

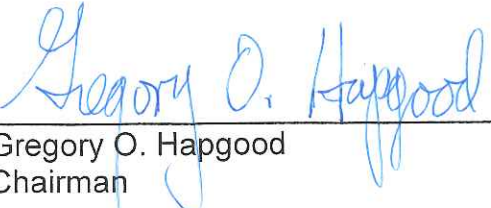
Steigerwaldt shared with the board the monthly building permit report. There were 17 new permits last month. There was one 3-plex condo permit, 11 new homes and 5 commercial/remodel construction permits issued.


Steigerwaldt stated the water department was successful in requesting the credit card program to eliminate its payment limit amount of \$150 per transaction. Customers can now charge an unlimited amount with only one convenience fee charge to the credit card company.

Steigerwaldt provided to the board some artist sketches done by Marion school students who would like to paint a mural design on the 0.5 MG ground storage tank at Well Site #3 located at 3050 5<sup>th</sup> Avenue. Some more sketches may be needed for the April meeting.

The next regular monthly meeting for the water board was set for 4:00 PM on Tuesday, April 10, 2012 which will start with a strategic goal planning work session followed by the regular monthly meeting agenda.

Chairman Hapgood adjourned the meeting at 6:30 PM.

  
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Gregory O. Hapgood  
Chairman

  
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Todd Steigerwaldt, Secretary