

The regular monthly meeting of the Marion Water Department's Board of Trustees was called to order at 5:15 PM, on November 13, 2012, in the executive conference room of City Hall, Marion, Iowa. Trustees Mary Ann McComas, John McIntosh, Robert Anderson, John Bender and Greg Hapgood were present. Hapgood called the meeting to order. Other people attending the meeting included Todd Steigerwaldt, Board Secretary, and Curt Huhndorf, Distribution Foreman.

Victor Klopfenstein and Glenn Jensen gave a presentation regarding the community funding raising campaign to raise funds to construct an amphitheater at the Lowe Park Environmental Center. They shared some handouts and explained the project. Hapgood asked what the city was doing for park development in south Marion. Klopfenstein replied they have acquired Faulks Woods south of Highway 100 and there is a plan to connect the CEMAR trail to Faulks Woods which would eventually go to Cedar Lake in Cedar Rapids. They have also added a splash pad at Thomas Park which has been a big attraction to this park. Both Klopfenstein and Jensen thanked the board for their time and hoped the board would consider a financial pledge toward the Lowe Park amphitheater project.

Minutes of the regular monthly meeting held on October 9, 2012 were reviewed along with the October disbursements, and the October 2012 fund balance report. McIntosh asked about two expense items. Bender asked about the status of the E-bill project and whether or not the department approved a company to solicit residents for insurance protection on the water service lines. Steigerwaldt explained the two expensive items and stated the E-bill project was up and running. Customers can now sign up for electronic delivery of the utility bill versus receiving a paper copy in the mail. He also told the board this is the third company that is attempting to sell insurance for the water service lines. He made multiple calls and sent several emails to the company to let them know they had an error in their draft letter regarding homeowner's responsibility for the water service line from the water main to the house. It appears they did not make this correction and sent the letters out anyway. Staff has received multiple calls regarding this solicitation letter. Motion by McComas, seconded by McIntosh to approve same. Vote: all Ayes (5-0)

Motion by Anderson, seconded by Bender to approve water main application for the Champion Estates Third Addition to the City of Marion, Iowa. Steigerwaldt showed the board where this addition was located and explained that construction was already underway. Vote: all Ayes (5-0)

Motion by McComas, seconded by Bender to approve water main application for the Author's 1st Addition to the City of Marion, Iowa. Steigerwaldt told the board this addition adjacent to the department's 1 MG elevated water tower on 35th Street and 35th Avenue. Bender asked about who will pay for the street paving along the north side of the water tower. Steigerwaldt told the board there was a deal made with the city when 35th Street was paved west of the tower. The city paid for the street improvements along 35th Street and the water department will pay our share of half the street (14') along 35th Avenue. The water department would also be required to install sidewalk along both 35th Street and 35th Avenue. The board asked if staff would install the sidewalk. Steigerwaldt stated the plan is to hire this work out as sidewalk was also needed at Well Site #7. Vote: all Ayes (5-0)

Resolution No. 12-10 accepting the water main extensions in the Country Club Estates 6th Addition to the City of Marion, Iowa in the amount of \$13,729.00. Steigerwaldt told the board where this addition was located and stated that everything was ready for acceptance. Roll Call vote: all Ayes (5-0)

Motion by McComas, seconded by Anderson approving the certificate of completion for the Booster Station Improvements Project at Well Site #7. Steigerwaldt told the board the project was completed and ready to be accepted. He mentioned that Northway Well and Pump did

pull the pump and it was determined that the pump had prematurely failed due to the abrasive sand found in the Jordan Aquifer. All evidence led to this conclusion as was witnessed by staff and explained by the pump manufacturer's representative who came from Hastings, Nebraska. The pump failure is beyond the contractor's control and will not be warranted by his contract. The department will pay for the removal and replacement of a new pump which will be modified to handle the abrasive conditions that are present. The department has hired Northway Well and Pump to perform an air compression procedure to attempt to remove as much sand as possible from the well hole and aquifer formation to further extend the life of the new pump. Steigerwaldt noted that the department still owes Portzen Construction the 5% retainage on the project which can be released 31 days after the project acceptance pending all final paperwork is submitted by the contractor. Vote: all Ayes (5-0)

Motion by McComas, seconded by Bender renewing the rental agreement with the existing tenant at 788 2nd Street. Huhndorf asked if the board had noticed the improvements on the screened in porch. The board stated it looked a lot better. Steigerwaldt told the board that staff had cut down one of the trees that had a large branch hanging over the roof. Vote: all Ayes (5-0)

Motion by McIntosh, seconded by McComas approving payment to Northway Well and Pump Company for maintenance work associated with the replacing the well pump and acidizing the well in the amount of \$96,489.80. Steigerwaldt told the board this was a budgeted item. There will be one smaller payment still for re-setting and wiring up the motor. The motor showed sign of failure after the new pump was set. The new pump has an additional bowl and was lowered another 60'. The pump cannot be lowered any further. Hupp Electric is currently reconditioning the motor. Vote: all Ayes (5-0)

Motion by Anderson, seconded by McComas to purchase 60 fire hydrants from Mueller Company. Steigerwaldt shared with the board the price increase of 21.6% from the last time the department ordered hydrants in 2010. He told the board the budgeted amount of \$100,000 would get us 40 hydrants but he could find money to buy a total of 60 hydrants. The board agreed to buy the additional hydrants as the cost continues to rise every year. Vote: all Ayes (5-0)

Steigerwaldt informed the board of the city's draft annexation proposal for the county residents along 10th Street north of the Linn Mar school campus. He stated the city council is considering a voluntary annexation proposal for those county home owners where at sometime in the future the city would install sewer and water for the residents with the residents paying 75% of the cost of the construction and the city paying 25%. The city hired a consultant to arrive at a preliminary hookup fee for each home. Due to the large size of the lots and additional infrastructure costs the preliminary hookup fee was very expensive. Most of the county residents would prefer to remain on septic and well service since the cost to repair either of these would be considerably less than the potential hookup fee for city sewer and water connection. Steigerwaldt explained that there would be some advantage to the department to make connections to future subdivisions off of Rolling Glen Drive, Williams Drive and Eastlawn Avenue. He also stated that there is an existing water main along North 10th Street that was installed by the department without the establishment of a hookup fee.

Steigerwaldt asked for a straw poll of the board members who would support the draft voluntary annexation proposal that the city council is considering for the county residents. Two board members supported the draft agreement however three board members thought the department's contribution of 25% was too high. They thought the department's participation should be closer to 10% and that maybe the city could cover the other 15% of the cost as the city would be collecting more money through property taxes over the years versus the water department who only receives income from water sales. Steigerwaldt would report

this information back to the city manager and bring this item back up for discussion at the December board meeting.

Motion by McComas, seconded by Bender to receive and file employee wage request for FY 2013-2014. Vote: all Ayes (5-0)

Steigerwaldt updated the board on the field activities: Service Department: remote read meters installed in 20 accounts; 174 meter read orders; 70 straight meters to radio; 168 tag orders; 111 service calls; and 583 locations worked. Staff performed subdivision inspections. Maintenance work was reviewed at Well #5 and the new pump was set. Northway Well and Pump Company also pulled the pump at Well #7. Merrill Garden fall clean up was complete by staff and plant winterizing work was completed.

October gallons pumped: 85,354,000.

Secretary Report –

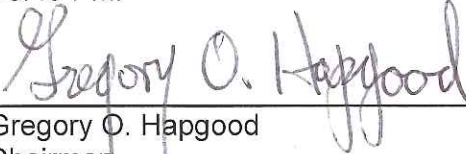
Steigerwaldt shared with the board the monthly building permit report. There were 22 new permits last month that consisted of 16 single family homes and 6 condo building permits.

The newly created Watershed Authority Board received additional funding in the amount of \$187,330 to further pursue and develop a comprehensive watershed management plan for Indian Creek. Hapgood asked if Steigerwaldt was still actively involved with this group and he stated he was.


Steigerwaldt told the board the city was not doing their usual employee recognition gift program this year. They are looking for another method to recognize the employees. The board mentioned going out to dinner and everyone treating the two employees who have reached the 10 and 20 year milestones. Steigerwaldt will continue to research an option to recognize the employees and report back next month.

The next monthly meeting for the water board was set for 4:30 PM on Tuesday, December 11, 2012 to discuss employee wage request for the FY 2013-2014. The regular monthly board meeting will begin at 5:15 PM.

Chairman Hapgood adjourned the meeting at 6:45 PM.



Gregory O. Hapgood
Chairman



Todd Steigerwaldt, Secretary