

The regular monthly meeting of the Marion Water Department's Board of Trustees was called to order at 5:15 PM, on March 12, 2013, in the executive conference room of City Hall, Marion, Iowa. Trustees Mary Ann McComas, Greg Hapgood, and John McIntosh present. Robert Anderson and John Bender were absent. McComas called the meeting to order. Other people attending the meeting included Todd Steigerwaldt, Board Secretary, and Curt Huhndorf, Distribution Foreman.

Minutes of the regular monthly board meeting held at 5:15 PM on February 12th 2013 were reviewed along with the February disbursements, and the February 2013 fund balance report. Motion by McIntosh, seconded by Hapgood to approve same. Vote: all Ayes (3-0)

Motion by Hapgood, seconded by McIntosh to approve the water main installation in the Bridge Creek 1st and 2nd Additions to the City of Marion. Steigerwaldt showed the board the preliminary plat and described the future road alignment changes for Winslow Road and Tower Terrace Road. He also shared with them conceptual layouts being considered for the southern portion of the preliminary plat. Vote: all Ayes (3-0)

Motion by McIntosh, seconded by Hapgood to receive and file the Marion Water Department annual audit for the fiscal year ending June 30th 2012. McIntosh noted some of the auditor's comments at the end of the report and Steigerwaldt told the board that these were standard comments that the auditor places in the report. Vote: all Ayes (3-0)

Motion by Hapgood, seconded by McIntosh to approve payment to Hogan Hansen for services to prepare the annual audit for the fiscal year ending June 30th 2012. Steigerwaldt told the board there was an additional charge by the auditor for the work associated with the review and balancing of the SRF loan and Wells Fargo escrow account. He stated since the loan is now closed this additional charge will not appear on next year's audit invoice. Vote: all Ayes (3-0)

Motion by Hapgood, seconded by McIntosh to send Brian Wedemeier to the Iowa Water Industry Leadership Institute program this summer. Steigerwaldt stated Brian was interested in attending this program which is hosted at several locations across the state during the summer. Vote: all Ayes (3-0)

Motion by McIntosh, seconded by Hapgood to approve payment #2 to Northway Well and Pump Company for work completed on air surging Well #7 in the amount of \$54,203.99. Steigerwaldt told the board that staff decided to have Northway continue the air surging on the well as there has been no decrease in the sand rate entering the open hole of the well to date. Steigerwaldt stated this would be the last month for this process. The new pump is expected in April. McIntosh asked if the sand particles are getting larger. Huhndorf stated just this morning it appeared that more clumps of sand are appearing which could mean the sand issue is decreasing. Vote: all Ayes (3-0)

Steigerwaldt briefed the board on the Emergency Backup Generators for Well Sites #4 and #5. He stated the city council approved the project calendar at their March 7th meeting. Estimated costs were now higher than the grant money available. The engineers were scaling back the project to stay closer to budget and making sure the

grant would cover any extra improvements. The plan is to still receive bids and see the costs. The project may have to be split up or even cancelled depending on the bids.

It was mentioned that the South 11th Street Phase III and Blairs Ferry Road city reconstruction projects bids came in low. Rathje Construction was the low bidder on both jobs and they planned to start on the Blairs Ferry Road project in two weeks.

Steigerwaldt updated the board on the field activities: Service Department: remote read meters installed on 15 accounts; 92 meter read orders; 97 straight meters to radio; 161 tag orders; 100 service calls; and 117 locations worked. Staff worked on 3 water main breaks during the month of February. GIS map updates and as-built drawings kept staff busy. Sand removal continues at Well Site #7. Staff painted inside Well #6 and water service taps were done for a private developer.

February gallons pumped: 70,124,000.

Secretary Report –

Steigerwaldt shared with the board the monthly building permit report. There were nine new permits last month. Seven residential permits and two commercial permits were issued.


Steigerwaldt shared with the board Cedar Rapid's Drought Summary plan sheet. He will update the department's conservation plan and bring it to the next board meeting for review.

Steigerwaldt told the board the SRF loan was completed and gave them a copy of the 20 year amortization schedule. Paying down the loan sooner is anticipated starting in the next fiscal year.

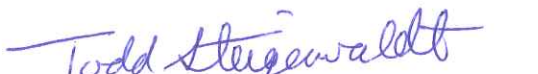
Steigerwaldt shared with the board a letter from a concerned resident who wanted more information on the radio read units being installed by the department. Steigerwaldt replied to the individual and answered the questions.

The next regular monthly meeting for the water board was set for 5:15 PM on Tuesday, April 9, 2013.

Chairman McComas adjourned the meeting at 6:00 PM.



Mary Ann McComas
Chairman



Todd Steigerwaldt, Secretary