

The regular monthly meeting of the Marion Water Department's Board of Trustees was called to order at 5:15 PM, on May 13, 2014, in the executive conference room of City Hall, Marion, Iowa. Trustees Mary Ann McComas, Greg Hapgood, John Bender, and John McIntosh were present. Chairman Bender called the meeting to order. Other people attending the meeting included Todd Steigerwaldt, Board Secretary, and Curt Huhndorf, Distribution Foreman. Board member Anderson arrived at 5:22 PM and Jerry Blazek, Operations Supervisor, arrived at 5:32 PM.

Minutes of the regular monthly board meeting held at 5:15 PM on April 8, 2014 were reviewed along with the April disbursements, and the April 2014 fund balance report. Motion by McComas, seconded by McIntosh to approve same. Vote: all Ayes (4-0)

Motion by Bender, seconded by McComas approving water main installation for the Author's 3rd Addition to the City of Marion. McComas asked if this location was near the new daycare center on 35th Avenue. Steigerwaldt stated it was just south of there and south of the 1 MG elevated water tower. Bender asked if the condo lots were zero lot lines with individual water services. Steigerwaldt stated he was correct. Vote: all Ayes (5-0)

Resolution 14-11, accepting improvements and extensions of the public water main at the Bridge Creek 1st Addition to the Municipal Waterworks Plant and System of the City of Marion, Iowa in the amount of \$69,161.00. Hapgood asked if the road, Rolling Glen Drive, is now connected to Winslow Road. Steigerwaldt stated it was. Steigerwaldt mentioned a county resident at the end of Rolling Glen Drive by the new addition is requesting a temporary water service as the resident's well has bad water. Motion by McComas, seconded by Hapgood. Roll Call Vote: all Ayes (5-0)

Motion by McIntosh, seconded by McComas to receive and file the 2014 Consumer Confidence Reports for the City of Marion and Glenbrook Cove Water district area. Bender asked about the Glenbrook Cove water report. Steigerwaldt stated the DNR requires us to have a separate water supply permit for this area that has water supplied to them by Cedar Rapids. We have to test their water 365 days a year even though we do not produce the water. Steigerwaldt also mentioned the EPA now allows us to notify the customers via the city utility bill that the report is available online to view. It will also be posted at city hall and the library along with extra copies for consumers to take if they want. Vote: all Ayes (5-0)

Motion by Anderson, seconded by Hapgood to approve reimbursement to the City of Marion for the 2013 Blairs Ferry Reconstruction Project for the new water main installed in the amount of \$149,884.55. Bender asked about the change in the water service line sizes from 1" down to ¾" size. Huhndorf stated the existing service lines were only ¾" so that is why the new line was installed at ¾" size. It also saved the department some money. Steigerwaldt was pleased on how project administration worked out with the city letting and administrating the project. McComas stated the new road looked nice. Vote: all Ayes (5-0)

Motion by Bender, seconded by McIntosh approving reimbursement to the City of Marion for the Hazard Mitigation Grant for the Emergency Backup Generators at Well Sites #4 and #5 in the amount of \$59,340.64. Steigerwaldt stated both generators are now in operation at both well sites. Even though the project took almost three years

from the time the grant was applied for to the installation being completed, the Water Department only paid 15% of the total cost because of the grant money made available through FEMA. The City had to upfront the cost because of the grant requirements but it has now been reimbursed by the Federal and State governments and the Marion Water Department. Vote: all Ayes (5-0)

Motion by McComas, seconded by Hapgood approving payment #2 to Veenstra & Kimm, Inc for professional engineering services for Silurian Wells #8 & #9 in the amount of \$1,800.00. Blazek informed the board the drill status of Well # 9 at Gill Park. He stated the pump test was started today but only 270 gallons per minute were obtained. The contractor will now perform an acidizing process to hopefully achieve more water production from the new well. Vote: all Ayes (5-0)

Motion by McIntosh, seconded by McComas approving payment to NEC Inc. for repair work on electrical problems at the main shop between Well #1 and the cold storage shed in the amount of \$4,020.00. Staff encountered faulty underground electrical wiring at the main water plant during the upgrades for Well #1. New copper feeder lines were installed from the transfer switch to the main shop and cold storage shed by the contractor. Vote: all Ayes (5-0)

Motion by Anderson, seconded by Hapgood to approve a water meter deposit policy for new home owners in the amount of \$200.00 if the owner does not want to provide a social security number for their account. Steigerwaldt explained the need for new home owners to provide their social security number or a \$100 deposit for their new account. The board questioned if the \$100 deposit was enough to cover the 2-month city utility bill cost since rates and city charges continue to increase. It was proposed by the board to increase the deposit requirement to \$200 if the homeowner did not want to provide their social security number or did not have a social security number. Steigerwaldt stated that there has been multiple times where a new homeowner can't afford their new home and it goes into foreclosure or they do a quick short sale and don't pay their final city utility bill. By having their social security number the department could utilize the state income offset program to collect this outstanding bill or the \$200 deposit. The board asked about changing the rental deposit amount right away. Steigerwaldt wanted to address the rental deposit amount at a later date after looking into what other local water utilities are requiring. Vote: all Ayes (5-0)

Motion by Bender, seconded by McComas approving contract with Veenstra & Kimm, Inc. to prepare plans and specifications for the re-painting of the Lindale 0.5 million gallons elevated water storage tower. Steigerwaldt stated that this contract may increase in cost depending what additional repairs and structural repairs may be needed to the tower after the consultant performs their initial survey. The contracted amount proposed was based on a typical repaint job. He noted the proposed contracted amount was \$900 less than the last elevated water tower recoating. Bender asked when the last tower was recoated. Steigerwaldt stated the 35th Avenue 1 million gallon elevated tower was done in 2008. McIntosh stated there could be some structural damage to the roof that may need to be repaired too. Vote: all Ayes (5-0)

Motion by McComas, seconded by Hapgood to amend section 2.1 of the Marion Water Department Personnel Policy allowing hourly workers to earn comp time in lieu of

overtime pay at 1.5 times their hourly pay following the Fair Labor Standards Act (FLSA). Steigerwaldt told the board this was due to the large amount of overtime incurred over the winter months due to the water main breaks. Staff employees were approached about the opportunity to earn comp time versus overtime pay at 1.5 times their hourly rate which would keep the salary budget from going any higher this year. Staff was supportive of this idea. Steigerwaldt noted the comp time policy change would limit the amount of hours an employee could obtain. 80 hours was set as the limit. If an employee had to work overtime and currently had 80 hours of comp time earned they would be paid the overtime rate instead of earning additional comp time hours.

McIntosh asked about how much comp time could be used at once and when. Steigerwaldt and Blazek stated the employees would still have to request time off through their supervisor. It would be up to the supervisor to determine when and how much comp time would be used by the employee. Hapgood noted that if there are complications with the policy in the future they could always amend the policy accordingly. Vote: all Ayes (5-0)

Blazek updated the board on the field activities: Service Department: remote read meters installed on 21 accounts; 1449 meter read orders; 37 straight meters to radio; 139 tag orders; 42 service calls; and 635 utility locations located. Blazek stated staff was busy prepping and seeding leak holes. They also completed the annual fire hydrant flushing program but due to budget and spring workloads they did not flush every fire hydrant in the city. They did flush the older areas and dead end runs where the rust tends to accumulate the most. He stated staff has almost completed the Well #1 fiber project and a new meter has been set there. The well was actually producing 640 gallon per minutes which will make our overall system water loss percentage number higher. Steigerwaldt showed several pictures of the Well #9 drilling process at Gill Park and a water main repair staff completed on 7th Avenue by Hy-Vee Drugstore.

Blazek also informed the board that Well #7 was now pumping water again and no sand issue was present.

April gallons pumped: 79,818,000

Secretary Report –

Steigerwaldt informed the board there were 18 building permits issued last month.

Steigerwaldt told the board the EO80 stakeholder group has met four times. The group is well educated regarding the Jordan Aquifer conditions. The group created their mission statement. They are now ready to decide on issues they want the DNR to address the long term protection and water withdrawal requirements from the Jordan Aquifer. He will be presenting their final recommendation to the Environmental Protection Commission at their June meeting in Des Moines.

John Bender left the meeting at 6:15 PM to attend another meeting. McComas took over the meeting as the acting chair person.

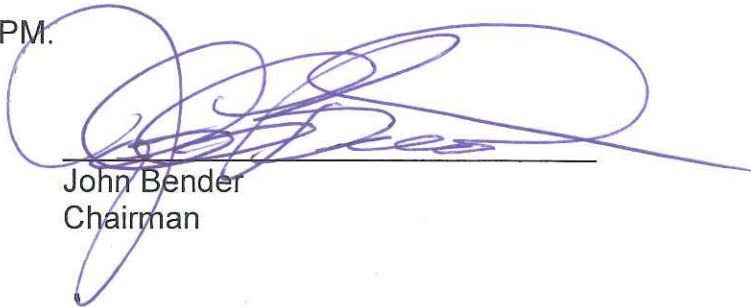
Steigerwaldt announced that Linda Skvor was hired as our new Administrative Clerk. Her first day will be May 19th. Linda previously worked as a clerk for the Marion Building Department.

Steigerwaldt told the board members the city wide open house on Saturday, April 26th from 10-1 PM at the City Square Park was a huge success in part to some great weather conditions. He shared rate information and discussed future water supply issues with many citizens that stopped by the booth.

Steigerwaldt highlighted all of the accomplishments the Water Department completed in their two year action plan. Steigerwaldt told the board he would share a draft document at the next meeting for the board to consider for the next 2 year action plan.

The next regular monthly meeting for the water board was set for 5:15 PM on Tuesday, June 17th, 2014.

The meeting was adjourned at 6:34 PM.



John Bender
Chairman



Todd Steigerwaldt
Secretary