



AGENDA

Water Board

4:00 PM - Tuesday, December 12, 2023

Water Department, 3050 5th Avenue

Any item listed on the agenda may be open to discussion by the board. If you wish to address the board, please wait until the chair asks you to speak.

This meeting is viewable online. To watch, go to Zoom.com, select Join a Meeting, and enter the Meeting ID # 853 1162 5633. A link is also provided at www.cityofmarion.org. Audio only can be heard by calling 1-646-558-8656 and entering the same Meeting ID listed above.

Those who wish to comment must either attend the meeting in person or submit the comment to Todd Steigerwaldt by 1:00 p.m. on Tuesday, December 12, 2023 via phone at 319-743-6311 or email at tsteigerwaldt@cityofmarion.org.

Page

CALL TO ORDER

1. **Board discussion on employee wage increase for FY 24-25.**

A memo and supporting exhibits will be emailed to the board and available for the board to view during the meeting.

2. **Motion to approve employee's wage increases for FY 24-25.**

Per discussions had by the board during Item 1 above.

3. **Motion to approve the November 14, 2023 minutes and November 2023 payable invoices for \$1,563,160.30.**

5 - 10

Copies are enclosed. Nothing out of the ordinary to report. I did share the draft minutes with Mr. Shifflett regarding the discussion on the seasonal utility shutoff policy.

Board Payables- 2023-Nov
Minutes 11 14 2023 Draft

4. **Motion to receive and file the November 2023 revenue, expense and financial reports.**

11 - 33

Copies are enclosed. I did purchase another 12-month CD for \$1,000,000 at Community Savings Bank at a rate of 5.46% APY. They had the best CD rate of the banks that I checked. We have a \$1 million CD maturing December 18, that I will re-invest the money wherever I can get the best rate.

Bank Stmt Recon-Nov 23
Expense Rpt - Nov 2023
Fund Balances-Nov 23
Revenue Rpt-Nov 2023
Revenue Rpt by Utility Fund.pdf

5. **Motion approving water main application for new water main in the Bowman Meadows 9th Addition to the city of Marion.** 34 - 37

This addition is located south of Boyson Road and just west of the future Alburnett Road extension. The developer is Skogman Homes of Cedar Rapids. There are 14-single family lots planned in this addition. Eight of these lots will have driveway accesses onto private common driveways that will be maintained by a homeowner's association. The water main will be looped into the future water main along Alburnett Road.

Water Main Application Bowman Meadows 9th

6. **Motion approving partial payment #1 to Rathje Construction Co. for work completed on the 2023 27th Street Water Main Relay Project for \$115,617.00.** 38 - 39

This is first payment to Rathje for the work completed on this water main relay project. They are almost completed with this project.

PP#1 Rathje 27th St WM Relay

7. **Motion approving partial payment #2 to Rathje Construction Co. for work completed on the 2023 27th Street Water Main Project for \$75,117.45.** 40 - 42

This is the second partial payment to Rathje for work completed on the above water main project.

PP#2 Rathje 27th St WM Relay

8. **Motion to receive and file FY 23 annual audit report and news release prepared by Hogan Hansen.** 43 - 86

Hogan Hansen has completed our annual audit for FY 23. The report has been sent to the state auditor and placed on our website for the public to view. We have received the same audit findings that are in every audit report.

Final FY23 Audit Report 06-30-23

MWD News Release Annual Audit FY24

9. **Motion approving payment to Hogan Hansen for completing our FY 23 annual audit report for \$17,500.00.** 87

They have completed the annual audit and had no additional time or charges claimed above our contracted amount. A big thank you goes out to Janice Lawrence who compiles the bulk of the audit information together for the annual audit. She does a great job and our auditor also appreciates her detailed work. We have one more year left on our contract with Hogan Hansen before we renew.

Hogan Hansen Audit Invoice

10. **Discussion on purchasing two outside security cameras for use at the shop.**

88 - 90

The city is using this vendor to install security cameras at different public facilities around the city. The security footage can be viewed at anytime by the IT department and the footage will be saved for two weeks. This was not a budget item for this fiscal year but we do have funds available if the board feels there is a need for this security measure. We could also wait and budget for the cameras for next year. Lead time for cameras is up to 20 weeks before they would arrive.

Shop Security Cameras Quote

11. **Motion to purchase two outside security cameras for use at the shop for \$10,524.00.**

See discussion under item 10 above.

12. **Discussion on the purchase of another truck.**

91 - 95

Staff has located a basic blue Chevrolet Silverado 1500 pickup truck with an eight foot bed, regular cab, with 4-wheel drive. Unfortunately it is in Buffalo, Minnesota. It will cost \$885 to have it deliver to Marion. The issue I have with the purchase price is they are charging \$2,759 for title and paper work which is very excessive. The last truck we bought only charged \$125 and I handled the title and registration of the vehicle with Iowa DOT. I will continue research this charge and to see if they will lower this cost next week before the board meeting. There is a state bid for a Ford F-150 for \$41,421 but it could take 6 months or more to build and deliver. The Chevy truck cost is \$45,240. There is not an immediate need for a truck right now but since we are unable to place an order for the new serviceman's truck right now due to supply chain issues, staff was thinking of getting a regular pickup truck now instead of getting three trucks next fiscal year.

Chevy Silverado 1500

13. **Motion to purchase 2024 Chevrolet Silverado 1500 for \$45,240 plus processing and delivery fees.**

Per discuss held on item 12 above.

14. **Discussion on future shed construction.**

96 - 99

I will update the board on the progress and status of the future shed project. Attached are some pictures of buildings designed by Martin Gardner.

Farmersburg

Garber

20170830 110931

North Facade

15. **Motion to elect new chairperson for calendar year 2024.**

The board can decide who wants to be the chairperson for next year.

16. **Discussion regarding Field Operations Reports.**

100 - 103

Copies attached.

November 2023 Distribution Report

November 2023 Monthly Service Report

November 2023 Pumping Report

November 2023 Well & Booster Chart

17. **Secretary Report**
November Building Permits

104 - 252

The November building permits are attached as well as the form for donations to the Central Plaza that we can discuss further at the meeting. Also, the city had the citizen survey completed and the survey results are now available.

Central Plaza Campaign Donation

November Building Permits

The NCS Survey Report - Marion IA 2023

ADJOURN