



## **AGENDA Water Board**

**4:00 PM - Tuesday, March 12, 2024**

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](https://zoom.com), select Join a Meeting, and enter the Meeting ID# 853 1162 5633. A link is also provided at [www.cityofmarion.org](http://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, March 12th 2024 via phone at 319-743-6311 or email at [tsteigerwaldt@cityofmarion.org](mailto:tsteigerwaldt@cityofmarion.org).

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### **CALL TO ORDER**

### **REGULAR AGENDA**

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|----|---|--------|
| 1. | <b>Motion to approve the February minutes and February payable invoices for \$1,732,789.24.</b> | 7 - 12 |
|----|---|--------|

Attached are the February minutes and payable invoices for February 2024.

Payables Feb 2024

Minutes 02 13 2024 Draft

2. **Motion to receive and file email correspondence from Ron Major regarding water service line repair at 290 South 11th Street, Marion, Iowa.**

Mr. Major built a new house at 290 S. 11th Street. In 2013, S. 11th Street was reconstructed from 1st Avenue to Grand Avenue. The water main was replaced and existing services were re-tapped. The new water main was installed under the new pavement as it was an easier install here versus fighting all of the existing utilities between the back of curb and property line. 11 years later the water service for 290 S. 11th Street was installed to the new house only to find that there was no water available. The street needed to be removed to access the water service line connection on the water main to determine if the corp was installed in the off position and never turned on. The corp was turned on however, and as we have seen in the past on older/unused water service lines they can corrode shut preventing water from flowing. This was the case here. Water staff accessed the corp and were able to unplug the calcium build up.

Water staff wanted to minimize the street removal and replacement. The Engineering Department now requires newer streets to remove the entire pavement section from joint to joint. The first street removal section was smaller but upon digging down to the water main, the backfill used was all clean rock which created an unstable condition to have workers access the water main. At this point the existing slab was undermined and it was decided to remove the rest of the pavement to the next joint line which added more time and cost to the repair.

You can read Mr. Major's email. He will be at the meeting requesting some financial participation from the water department for this unfortunate situation that occurred during the construction of this new home for his in-laws. The board can receive and file his email and let staff know how to proceed with Mr. Major's request at the April board meeting if desired.

JPEnteprise Invoice Water Retap 290 S 11th Street  
Ron Major email 290 S 11th Street

3. **Motion to receive and file the February 2024 revenue, expense and financial reports.**

19 - 39

See attached documents. I reinvested two CDs that matured last month at Community Saving Bank for 12 months at a rate of 5.17% APY.

Bank Stmt Recon  
Expense Report-Feb 2024  
Fund Balances 2-29-24  
Revenue Report-Feb 2024

4. **Motion to approve Resolution 24-02 accepting improvements and extensions of water main for Jacobs Landing 1st Addition to the city of Marion.**

40 - 42

This subdivision is located north of East Robins Road and is the western most boundary for Marion. There are 16 single-family lots on this cul-de-sac which abuts up to the future Tower Terrace Road right-of-way. The developer is Todd Frazier of Marion. All inspections and water tests have been approved. I recommend approval of the new water main in this subdivision.

Res 24-02 Jacobs Landing 1st

5. **Motion to approve Resolution 24-03 accepting improvements and extensions of water main for Osage Estates 1st Addition to the city of Marion.**

43 - 44

This subdivision is located off of Wallace Road (formerly known as Winslow Road) just north of the Winslow House care facility. There are 20 single-family lots on this cul-de-sac. Two homes are currently under construction. The developer is Todd Wood of Marion. All inspections and water tests have been approved. I recommend approval of the new water main in this subdivision.

Res 24-03 Osage Estates 1st Addition

6. **Motion accepting bids and approving contract with Kammiller Tree Service LLC for the demolition and cleanup at 6301 Lucore Road for \$45,000.00.**

45 - 49

We received 10 bids last Thursday from contractors wanting to cleanup this site. The engineer's estimate was \$75,000. Four bids came in under the engineer's estimate. Some bids were well over the estimate. Kammiller Tree Service was the low bidder from Ryan, Iowa. They are currently doing work for the Marion Parks Department. Sounds like they will start Wednesday pending the board approval of the contract.

Kammiller Tree Service

Disposal Contract Kammiller Tree Service

7. **Motion approving Water Main Application for the new Linn County Secondary Road Department Headquarters at 1902 County Home Road, Marion.** 50 - 54

The Linn County Board of Supervisors are going to build a new County Engineering and Secondary Road Department Headquarter adjacent to their existing facilities at the southwest corner of the intersection of Hwy 13 and County Home Road. This new facility will need fire protection and potable water. They are preparing plans for the installation of 13,375 LF of 12" water main to be installed later this summer/fall within the west ROW of Hwy 13. City staff have been made aware of this request and the possible outcomes it will have on city services such as future development and sanitary sewer needs. The county would upfront the installation cost less the material oversizing cost and then request a frontage connection fee when land develops along this new water main. More discussion to be shared at the meeting.

Hwy 13 Signed Water Main Application Form

8. **Motion approving payment for engineering services to Veentra and Kim Inc. relating to Well #11 installation for \$880.00.** 55

Per existing contract with V&K. They are only at 31% of contract amount budgeted. The well is completed. Depth of 496' with a pumping rate of 615 gpm. There was some draw down noticed in two nearby residential wells. Final water quality test results and the test pumping report have not been submitted but in general, we have a decent future municipal well.

V&K invoice Well #11 33559-3

9. **Motion to purchase memorial bench from the Marion Parks Department to be installed at the future Draper Park location.** 56 - 57

Attached is the photo of the future park benches that will be placed at Draper Park. It is not yet known how many words can be placed on the round cast metal plaque which would be in the center of the bench. I hope to have this information for the board at the meeting. We can decide on purchasing this bench for \$2,000 at a future board meeting too.

Park Bench Draper Park

Draper Park rendering

10. **Motion approving Uptown Marion annual financial pledge for \$500.00.** 58 - 63

The board has pledge \$500 toward this organization annually. Attached is a summary of all the activities and functions that they assisted in over the course of last year promoting businesses in the uptown area. They also have a chart of their top priorities for the coming calendar year. This pledge was an anticipated in our fiscal budget.

Uptown Marion Pledge request

11. **Motion approving a financial pledge to the 2024 Marion Arts Festival.**

64 - 65

There is a new director for the Marion Arts Festival which draws thousands of people to Marion every year. Lexi Matthews is the new director and she has enclosed a letter and pledge form for the board to consider supporting.

Marion Arts Festival Pledge Request

12. **Discussion on future water rate increases for July 1, 2024.**

66

Any further questions on the proposed 3% water rate increase which will generate approximately \$150,000 which was anticipated in next years budget as shared at the February board meeting?

Other rate increases for the board to consider are bulk water sales(assume 3% increase), unmetered Parks Water flat fee charge(assume 3% increase), billing fee to the city proposed increase from \$1.60 to \$1.75 per bill as set in new FY 25 budget, and fixed charges/misc billing items and meter markup fees (I'm not proposing to increase these fees/charges).

Cedar Rapids is looking at a 6% water rate increase for Glenbrook Cove water. I suggest we increase this water rate for Glenbrook Cove by 9%. I'll discuss these other fees/charges in more detail at the meeting for the board's input.

Water Rate Proposal Options

13. **Discussion regarding Field Operations Reports.**

67 - 70

Attached are the February field operations and pumping reports.

February 2024 Distribution Report

February 2024 Monthly Service Report

February 2024 Well & Booster Chart

Pumping 2023-24

14. **Secretary Report**

71 - 76

February Building Permits

30% new storage building plans

NEW - City Council Annual Department Update - April 2nd or 16th at 4 pm

City Showcase - April 20th 9-noon at YMCA

There were 12 building permits issued in February 2024 over a \$50,000 valuation.

A new request by the city council this year is for all boards/commissions and external partners to share their past accomplishments and future projects and activities. The Water Department is slated for an April council meeting presentation. I'm hoping at least the chairman can make the meeting on either April 2nd or 16th at 4 PM.

February 2024 Building Permits

Marion Water Department Storage Building - 2024-3-4

**ADJOURN**

The next Marion Water Board meeting will be held on April 9th 2024 at 4 PM at 3050 5th Avenue and on ZOOM.