



AGENDA

Water Board

4:00 PM - Tuesday, August 13, 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, 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, August 13th via phone at 319-743-6311 or email at tsteigerwaldt@cityofmarion.org.

Page

CALL TO ORDER

REGULAR AGENDA

1. **Motion to approve the July 9th 2024 minutes and July 2024 payable invoices for \$1,356,156.34.** 7 - 11

Attached are the July 9th 2024 minutes and the July payable invoices for \$1,356,156.34.

Minutes 07 09 2024 Draft

Board Payables - 07-July 2024

2. **Motion to receive and file the July 2024 revenue, expense and financial reports.** 12 - 32

Documents are attached.

Bank Stmt Recon-July 2024

Fund Balances - July 2024

Revenue Report-July 2024

Expense Report-July 2024

3. **Motion to receive and file annual comparison reports for the end of fiscal year 2024.**

33 - 38

Below are the summary notations from Janice Lawrence whom prepared the documents.

Annual comparison reports are attached. Below are a few observations:

Pg 1: Fund Balances: Our general fund balance increased by over \$2 million. The health insurance fund grew by \$70k – see pg 6 for health fund information.

Pg 2: Annual Utility Revenue: We had a 7% increase in water revenue collected likely due to increased rates, increased number of accounts, and increased water consumption.

Pg 3: Annual Bad Debt: Total bad debt for the year was higher than in past, mostly due to the write-off of TPT SpeedConnect (tower lease).

Pg 4: Account Statistics: There was a 25% increase in irrigation water billed consumption. Overall, there was a 3.6% increase in total billed water consumption (which includes irrigation). The number of accounts on eBill continues to slowly increase. But electronic bills still represent only 16% of all bills. The upcoming new online portal may help increase this number, lowering mailing costs.

Pg 5: Credit card fees increased by 6%, partially due to higher utility rates, and partially due to an increase in number of transactions. 42% of all payments received are by credit card.

Pg 6: Health/Dental Costs: Both premiums and claims have decreased. Employee share in cost continues to increase, reducing the employer share.

Annual Comparison Reports 6-30-24

4. **Motion approving payment #1 to Loecke Building Service, Inc. for construction of new storage facility for \$113,283.70.**

39 - 68

This is the first payment to our contractor. They are moving right along. Footings, walls and floor are installed. Framers are now on site and erecting the structure.

Storage Building Payment #1

Storage Building Site Progress July 2024

5. **Motion approving equipment quote for Well #7 improvements from Nelson Electric Company for \$35,800.00.** 69 - 103

Recall from the last meeting we want to downsize pumping capacity of this well from 2000 gpm to 1500 gpm and also reduce the motor size from a 350 HP to a 250 HP. This will save on electricity cost and we will be able to blend the Jordan and Silurian aquifer more effectively.

Attached is are three quotes from Nelson Electric for installing a VFD drive so that we can maximize our blending rates between the two aquifers. Staff preferred the second quote for \$35,800.00. This will be a cleaner installation than the lower cost option but much cheaper than replacing the entire MCC unit. By approving option #2 we can get the VFD ordered now. Nelson is still preparing an estimated cost for installation. I may have it for the board to review at the meeting.

This well site will be the primary drinking water source for the new high pressure zone and it will fill the new elevated water tower on Lucore Road. This is a budgeted project for the new fiscal year.

MARION #7 Booster STATION VFD & Drawings ONLY

6. **Motion approving cost estimate to install fiber conduit to the future Lucore Road Elevated Water Tower Site with IMON Communications.** 104 - 106

IMON is currently install fiber conduit in the Hunters Ridge subdivision territory. We have worked with IMON in the past getting fiber to our existing facilities. The city is currently working with IMON on several fiber install projects like to the new Public Works building. Attached are some estimated costs. We will save a lot by partnering with IMON during the conduit bore installation. There will be additional costs when the fiber is installed and spliced. Fiber will be to the future tower site by this fall. The city may participate in the install cost of the fiber in the future when this land is developed into a park.

Fiber Conduit to Lucore Rd Elevated Tower

7. **Motion approving final payment to Kammiller Tree Service for demolition clean up at 6301 Lucore Road for \$4,500.00.** 107

The contractor has completed the site clean up and seeded the disturbed areas. The Parks Department staff reviewed and approved the final site conditions for their future maintenance.

Lucore Road Demo Final Invoice 1396

8. **Motion approving payment to RTB Enterprises, LLC for the installation of new windows in crib structure at 6301 Lucore Road.** 108 - 133

Robert Barnes installed the new windows in the existing crib structure at our future elevated water tower site. Enjoy the views from the top of the crib in the power point slides. We purchased the 10 windows seperately from Menards.

Window Replacement Lucore Rd Grain Crib

Window Replacements Lucore Rd RTB Ent inv 1123 7-29-24

9. **Motion approving payment to Veenstra & Kimm, Inc. for elevated water tower design for \$2,615.50.** 134

Attached is an invoice for the future elevated water tower on Lucore Road.

V&K invoice #3 Tower

10. **Motion approving annual economic development investment to Marion Economic Development Corp for \$3,025.00.** 135

Attached is the annual economic investment pledge to MEDCO. This is a budgeted expense.

Medco Annual Pledge invoice

11. **Motion amending the Rules and Regulations governing the Municipal Water Works in the city of Marion, Iowa.** 136 - 137

One minor update to make on page 4 as the city recodified their city code last so Section 90.02 is now 320-2.

Rules and Regs minor update

12 Motion approving two year professional service agreement with David Besler.

13
8 -
14
0

I would recommend renewing a two year service agreement with David Besler to assist the Water Department in affordably replacing and repairing broken curb stop boxes around town for customers and vacant properties in which we file a lien upon repair being completed.

Last fiscal year we paid \$11,300 to Besler Renovations in fy 23-24, detail below.

| | | | |
|----------------|------------|---|-----------|
| 5.29.2024 | 06/07/2024 | Replacement of Curb Stop Box 135 Meghan Dr. | \$1200.00 |
| April/May 2024 | 05/10/2024 | Repaired & Replaced 6 Curb Stop Boxes at Various Loc. | \$6200.00 |
| 9.18.2023 | 09/29/2023 | Replacement of Curb Stop Box 2495 Tamerac Dr. | \$1000.00 |
| 7.24.2023 | 08/04/2023 | Replacement of Curb Stop Box 1000 Parkview Dr. | \$1500.00 |
| 7.19.2023 | 07/21/2023 | Replacement of Curb Stop Box 215 Ridge Ct. | \$1400.00 |

Professional Services Agreement - David Besler

13. Motion to approve Marion Water Department Early Separation Option Agreement for 2024.

141 - 151

The board approved an early separation agreement back in March of 2023 which expired December 31, 2023. Our auditor asked if we had another approved agreement for 2024. An updated agreement is attached for your consideration. At this time I have no employees discussing retirement this calendar year.

Early separation option 2024

14. Discussion regarding Field Operations Reports.

152 - 155

Attached are the July field operations and pumping reports.

July 2024 Distributuion

July Monthly Service Report

Well & Booster Chart- July 2024

July Pumping 2024-2025

15. **Secretary Report**
July Building Permits
DNR Water Use Presentation

There were 25 building permits issued in July 2024 over \$50,000 valuation. There were only 13 permits in June.
I attached a DNR presentation that talks about the statewide annual consumption of the Jordan Aquifer.

July 2024 Building Permit Report
2024 Water Use Program Stakeholder Meeting Presentation

ADJOURN

The next monthly meeting of the Marion Water Board will be held on Tuesday, September 10, 2024 at 4:00 pm at 3050 5th Avenue and on ZOOM.