



MINUTES Water Board

4:00 PM - Tuesday, January 14, 2025
Water Department, 3050 5th Avenue

The Water Board of the City of Marion, Linn County, Iowa met on Tuesday, January 14, 2025, at 4:00 PM, at Water Department, 3050 5th Avenue, with the following members present:

PRESENT: John Bender, Amy Olson, John McIntosh, William Kling, and Terry Chew

ABSENT:

STAFF PRESENT: Todd Steigerwaldt, Andy Smith, and Curt Huhndorf

CALL TO ORDER

Motion to approve the December 10th 2024 minutes and December 2024 payable invoices for \$1,582,506.39.

Moved by Olson, seconded by Bender, to approve above referenced items. Chew asked what a UFD was in the payables expense sheet. Steigerwaldt stated it was a small typo. It should have been VFD which stands for Variable Frequency Drive. This unit controls the speed of the electric motors. Bender asked about the new credit card payment software installation. Steigerwaldt stated he would cover this more at the end of the meeting but training was set for staff tomorrow afternoon and the go live date is January 21.

Approved unanimously

Motion to receive and file the December 2024 revenue, expense and financial reports.

Moved by McIntosh, seconded by Chew, to approve above referenced items. Steigerwaldt told the board he reinvested an existing CD at Farmers State Bank for another 12 months at 4.35%. He also mentioned we were halfway through the current fiscal year and revenue was at 56% while expenses were only at 37%. He noted that several water main projects are wrapping up and multiple large payments will be due soon.

Approved unanimously

Motion approving Resolution 25-01 the FY 26 (25-26) budget beginning July 1, 2025.

Moved by Chew, seconded by Bender, to approved attached budget. Steigerwaldt shared with the board a revised budget work sheet and resolution. Before the meeting started, Bender questioned a low estimated salary number that didn't match previous years' salaries. Steigerwaldt quickly noted that a salary budget was missing one more

zero. He was able to correct this figure and recalculate the budget for FY 26 before the meeting started. Steigerwaldt reviewed with the board the budget memo with additional exhibits for the proposed FY 26 budget. He included a figure for a UTV to assist staff in making water taps. It will be up to the board if they want to approve this purchase next fiscal year. Steigerwaldt mentioned the budget was similar to past years' budgets with the exception of the large expense of building a new 1 MG elevated storage tank.

Approved by the following votes:

Ayes: Bender, Olson, McIntosh, Kling, and Chew

Motion approving Resolution 25-02 necessity regarding the Lucore Road Elevated Storage Tank Project.

Moved by Kling, seconded by Olson, to approve above referenced item. Steigerwaldt explained to the board the next few agenda items were for the new 1 MG elevated storage tank that will be constructed at 6301 Lucore Road. Bids will be due February 27th 2025 and awarded at the March 11 2025 board meeting. The completion date is October 1, 2026. The estimated cost is \$5 million.

Approved by the following votes:

Ayes: Bender, Olson, McIntosh, Kling, and Chew

Motion approving Resolution 25-03 ordering preparation of detailed plans, specifications, notice of hearing and letting, notice to bidders, form of contract and estimate of cost regarding the Lucore Road Elevated Storage Tank Project.

Moved by McIntosh, seconded by Kling, to approve above referenced item. See discussion item above.

Approved by the following votes:

Ayes: Bender, Olson, McIntosh, Kling, and Chew

Motion approving Resolution 25-04 approving and adopting final plans and specifications, notice of hearing and letting, notice to bidders, form of contract and cost estimate regarding the Lucore Road Elevated Storage Tank Project.

Moved by Olson, seconded by Kling, to approve above mentioned item. Bender asked about the reservoir mixing system that was being installed. Steigerwaldt stated he would share an email with him regarding this product but basically there are nozzles placed on the fill pipe that divert the water filling the tank in different directions causing the water to mix which will result in better chlorine residuals.

Approved by the following votes:

Ayes: Bender, Olson, McIntosh, Kling, and Chew

Motion approving payment to Veenstra & Kimm, Inc. for a total of for \$5,191.00.

Moved by McIntosh, seconded by Chew, approving above payment to V&K for \$5,191.00. Bender asked if they are doing the inspection on the tower construction. Steigerwaldt stated V&K was doing the inspection and they have only used about 17% of their contract to date.

Approved unanimously

Motion to receive and file FY 24 annual audit report prepared by Hogan Hansen.

Moved by Bender, seconded by Kling, to receive and file the above referenced item. Steigerwaldt asked if the board wanted a hard copy of the report. He stated revenue was up 3.9% from the previous year at \$6,788,850 and expenses were at \$3,991,407 or an increase of 6% from the prior year. The board noted the same audit findings that are normally in the annual audit report.

Approved unanimously

Motion approving payment to Hogan Hansen for the FY 24 annual audit services for \$18,375.00.

Moved by Chew, seconded by Kling, to approve payment for the above referenced item.

Approved unanimously

Motion approving purchase of new inspector truck from Lynch Ford Chevrolet.

Moved by McIntosh, seconded by Kling, to approve the above referenced item. Steigerwaldt explained Huhndorf received two quotes from Lynch Ford Chevrolet. One for a 2025 Chevrolet for \$42,228 and a 2025 Ford F-150 for \$40,577. No other auto dealers submitted quotes. The cost difference between the two trucks is \$1,651. Staff's preference is to purchase the Chevrolet.

Chew amended his motion to approve purchasing the Chevrolet pickup truck and Bender seconded this amendment. Bender asked about the color of the truck. Huhndorf stated it would be the dark grey. Blue was not available. Bender asked about the lead time. Huhndorf stated the lead time was about 12 weeks. He also mentioned old truck #6 would be sold this spring.

Approved unanimously

Discussion regarding Field Operations Reports.

Smith updated the board on December activities. Multiple water main projects kept staff busy with inspections. Staff also assisted other departments in removing the former Hanna Park dump site from the 100-year flood plain. Staff also did some painting at Site #5 and there were two water main leaks in December.

Secretary Report

December Building Permits - 4 permits over \$50,000 valuation

Memorial Bench at Draper Park - Steigerwaldt shared photos of the new bench.

Steigerwaldt shared the thank you emails from McComas family for the new memorial bench.

Steigerwaldt shared a concept drawing of future strip mall building east of Daisy's Garage.

Steigerwaldt updated the board on the status of the new credit card software system installation.

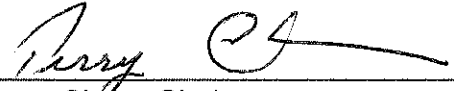
Steigerwaldt told the board the Easter lightning strike insurance claim was finally settled but the check has not arrived yet.

Staff shared some thoughts on the future replacement and responsibility of the lead and galvanized private water service lines.

ADJOURN at 5:03 PM.

Draft

Next Marion Water Board meeting to be held on February 11, 2025 at 4:00 PM at 3050 5th Avenue, Marion, and on ZOOM.

A handwritten signature in cursive script, appearing to read "Terry Chew", written over a horizontal line.

Terry Chew, Chairman

A handwritten signature in cursive script, appearing to read "Todd Steigerwaldt", written over a horizontal line.

Todd Steigerwaldt, Secretary