



AGENDA Water Board

4:00 PM - Tuesday, June 10, 2025

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# 824 6131 3220. 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, June 10, 2025 via phone at 319-743-6311 or email at tsteigerwaldt@cityofmarion.org.

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CALL TO ORDER

REGULAR AGENDA

1. **Motion to approve the May 13, 2025 minutes and May 2025 payable invoices in the amount of \$1,406,075.09.** 6 - 12

The May 13 2025 minutes and May 2025 payable invoices are attached.

Minutes 05 13 2025 Draft

Payables May 2025

2. **Motion to receive and file the May 2025 revenue, expense and financial reports.** 13 - 33

Reports are attached. The software glitch for reconciling the end of the month reports has been resolved. One month remaining in the current fiscal year. Water revenue is at 99%. Expenses are at 73% of estimated budget.

Fund Balances-May 2025

Bank Stmt Recon - May 2025

Expense Report-May 2025

Revenue Report-May 2025

3. **Public hearing on proposed water rate increases for both Public Water Supply permits ID #5751035 (Marion Customers) and ID #5751040 (Glenbrook Cove Subdivision area).** 34

Water Rate Public Notice 2025

4. **Motion approving Resolution 25-14 water rate increases as described below for the Marion Municipal Water Department, Marion, Iowa, effective July 1, 2025.** 35 - 38

A proposed water revenue increase of approximately \$160,000 was estimated for the new fiscal year budget starting July 1, 2025. Janice Lawrence has summarized how the rates were increased and what impacts will have on various existing customers around town. The 3% rate increase will be for Marion customers served by our water system. Customers in the Glenbrook Cove subdivision area that are served by Cedar Rapids water will see a 6.0% rate increase.

Resolution 25-14 RATE INCREASE

All Utility Rate Increases July 1 2025

Rate Proposal fy25-26 to Todd 2-20-25

Water Rate Proposal Report by Janice Lawrence

5. **Motion approving Resolution 25-15 approving the transfer of funds from sinking fund to capital projects fund.** 39

This resolution pertains to our FY 25-26 SRF loan principal funds to transfer from the sinking fund to the capital projects fund where the loan money is kept.

Resolution 25-15 Transfer Funds from Sinking Fund to Capital Projects Fund

6. **Motion approving Resolution 25-16 approving the fiscal year 2025-2026 operating budget transfer of monthly funds.** 40

This resolution is required by state code. The SRF loan requires us to do monthly transfers for the loan repayment of the Well #7 project. I'm keeping the monthly health insurance transfer amount the same as last year. We currently have \$353,755.78 in our health insurance account. We transfer \$16,500 each month. Our stop loss limit amount is \$75,000.00 per individual.

Resolution 25-16 Transfer of Budget Funds

7. **Motion accepting the completion of the new storage facility building at 101 8th Avenue constructed by Loecke Building Service Inc.**

All issues and punch list items have been completed. The building is now being used by staff for vehicle storage and materials. The landscaping has been installed and staff continues to irrigate the plants and bushes as needed.

8. **Motion approving final payment to Loecke Building Services, Inc. for \$17,049.05 for the new storage facility at 101 8th Avenue, Marion.** 41 - 42

This final payment includes the retainage amount owed as well. All credits and change orders have been reviewed and applied to this final payment.

Final Payment Loecke Building Service Inc.

9. **Motion approving payment #1 to Abode Construction, Inc. for work completed on the 2025 Grand Avenue Water Main Relay Project in the amount of \$147,083.43.** 43 - 45

This is the first payment to Abode for work completed to date. The project is progressing smoothly. Staff has reviewed the quantities and agree with the quantities submitted.

2025 Grand Ave Water Main Relay Pay App 1 - 6.1.2025

10. **Motion accepting the Marion Boulevard Water Main Improvements project performed by Rathje Construction an approving final payment in the amount of \$9,010.00.** 46 - 48

Recall this project was done in conjunction with the Ohnward Bank addition and site improvements. Staff worked with Rathje Construction to replace old 4" and 8" water main adjacent to this construction and install new 12" water main that connected into the new 12" water main installed along the Tama Street and Marion Boulevard project. This project did exceed the originally quote as there where multiple challenges and additional pavement removal needed to avoid existing sanitary sewer, gas mains, and storm sewer pipe when the new 12" water main was bored under Marion Boulevard. This is the final payment for this project.

Marion Blvd Project Retainage

11. **Motion accepting the East Robins Road Water Main Project performed by Rathje Construction an approving final payment less retainage in the amount of \$4,845.00.** 49 - 50

Rathje Construction has completed this water main loop from Mulberry Drive to the top of East Robins Road just north of Hawks Ridge Court. All tests and inspections are completed. This installation provided a water main loop for the 150 plus homes south of East Robins Road. There is a small retainage being held back to make sure the seeding takes in the ditch and the erosion control measures remain functional.

Marion Water Dept Robins Rd Pay App 2

12. **Motion approving 6-year maintenance contract with Altorfer Inc. for annual maintenance on 4 large emergency generators at the water booster plants.** 51 - 54

Altorfer completed the 2025 annual maintenance inspections on our existing four emergency generators. We previously had a 5-year contract with them. This new 6-year contract preforms routine and scheduled testing requirements to keep these units running in top condition. The overall increase per year from the last 5-contract to the new 6-year contract is an increase of \$1,810 per year or approximately 3.2% increase per site per year. I recommend staying with Altorfer for our back up generator service needs.

Altorfer 6-year maintenance contract for gensets

13. **Motion approving payment to Mueller Co. LLC for the purchase of 12 fire hydrants for \$48,386.87.** 55

Early this spring staff placed an order for 60 fire hydrants. In May, 30 fire hydrants arrived. 12 more will be arriving soon. I recommend approving this payment and I will hold onto the check until the 12 fire hydrants arrive.

12 Fire Hydrants Mueller Invoice

14. **Motion approving disposal of 2016 Ford F-250 Service Truck with utility box and selling it to the Marion Independent School District for \$14,000.00.** 56 - 57

Before we had a chance to advertise and sell this truck school representatives from Marion Independent approached staff. They were very interested in purchasing this vehicle. The truck has 125,407 miles and we were going to accept quotes from bidders and take the highest bid. We were asking at least a minimum bid amount of \$12,500.00. Staff felt the offer from the school and the benefit it provides to the school district was more than acceptable. The school will cut a check at the start of their fiscal year July 1, 2025. We agreed they could take possession of the vehicle pending board approval after the June 10th board meeting.

PO from Marion Independent for old service truck

Old Service Truck pic

15. **Motion approving quote with Viking Industrial Painting to recoat the elevated fill pipe on the 1 MG ground storage tank at Site #7, 450 Echo Hill Road, Marion.**

58 - 65

See attached photos. The 12" diameter fill pipe needs to be recoated. Staff contacted one other tower painting contractor that was working in the area but they were not interested in giving us a quote. They were too busy. The sales representative for Viking Industrial Painting actually lives in Palo, Iowa and has inquired about doing work for us in the past. The quote is \$14,500 to mobilization, set up rigging, remove loose paint, prep, prime and apply Tnemec paint. Staff reviewed the quote and are comfortable with the cost given the conditions and vertical height challenges involved. They are able to complete the painting this summer. I recommend approving this quote.

Pipe Painting Proposal GST 7 2025

pic 1

pic 2

pic 3

pic 4

pic 5

pic 6

pic 7

16. **Discussion regarding the Field Operations Report.**

66 - 71

The monthly reports are attached. Staff started on the water main relay along English Glen Blvd and Douglas Court. Staff also relayed 300 feet of 1.5" water service line for the Parks Department at Starry ball fields.

Bore Pic 1

Bore pic 2

Bore pic 3

May 2025 Distribution Report

May 2025 Monthly Service Report

May 2025 Well & Booster Chart

17. **Discussion regarding the Secretary's Report.**

72

- **May Building Permits - 15 permits over \$50,000 valuation**

May 2025 Building Permits

ADJOURN

The next Marion Water Board meeting will be held on July 8, 2025 at 4:00 PM at 3050 5th Avenue, Marion and on ZOOM.