



MINUTES Water Board

4:00 PM - Tuesday, May 13, 2025
Water Department, 3050 5th Avenue

The Water Board of the City of Marion, Linn County, Iowa met on Tuesday, May 13, 2025, at 4:00 PM, at Water Department, 3050 5th Avenue, with the following members present:

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

ABSENT: Terry Chew

STAFF PRESENT: Todd Steigerwaldt and Curt Huhndorf

CALL TO ORDER

Motion to approve the April 8th 2025 minutes and April 2025 payable invoices in the amount of \$1,872,693.00.

Moved by Olson, seconded by McIntosh, to approve the above referenced items. Steigerwaldt presented the April 8th minutes and April payable statement. Bender asked if the overtime was due to the annual fire hydrant flushing program. Steigerwaldt stated that was correct.

Approved unanimously

Motion to receive and file the April 2025 revenue, expense and financial reports.

Moved by Bender, seconded by Olson, to approve above referenced reports. Steigerwaldt mentioned the software glitch that Janice Lawrence was dealing with the past few months has been fixed and the software should work smoothly for the June reports.

Approved unanimously

Motion approving Resolution 25-12 approving contract and bond for the Lucore Road Elevated Storage Tank.

Moved by McIntosh, seconded by Olson, to approve above referenced resolution. Steigerwaldt stated V&K reviewed the contract and bond from Gerard Tank and Steel, Inc. Upon approval of the contract a preconstruction meeting will be set up and a notice to proceed letter will be sent to the contractor. The contractor anticipates starting on the footings and foundation design this summer and install the foundation this fall. The concrete pillar and tank would be erected in 2026 with painting and acceptance in early 2027.

Approved by the following votes:

Ayes: Bender, Olson, McIntosh, and Kling

Motion approving Resolution 25-13 approving contract and bond for the 2025 Grand Avenue Water Main Relay Project.

Moved by Kling, seconded by Bender, to approve above referenced resolution. Steigerwaldt stated he reviewed the contract and bond for for the Grand Avenue Water Main Relay project. The contractor, Abode Inc., has mobilized and begun work.

Approved unanimously

Motion approving two payments to Veenstra & Kimm Inc. for professional services relating to the Lucore Road Elevated Storage Tank for a total amount of \$326.00.

Moved by McIntosh, seconded by Kling, to approve item above. Steigerwaldt stated V&K are approaching 41% of their contracted amount. Kling asked about the billing phases that V&K has in their contract. Steigerwaldt explained there were three parts to their contract. One for design, one for general engineering services, and one for inspection which has not been invoiced to date.

Approved unanimously

Motion to receive and file bids and award contract to B.G. Brecke Inc. for the 18" water main installation at 6301 Lucore Road for \$67,982.00.

Moved by Bender, seconded by Olson, to receive and file bids for the project mentioned above and award contract to B.G. Brecke Inc. Steigerwaldt stated they received 7 quotes for the project which involves installing 450 LF of 18" water main to the base of the future Lucore Road elevated water tower. Originally staff considered installing this pipe but then decided not to as the depth of the existing 12" main in the Lucore Road ditch was more than what our backhoe would handle. The engineer's estimate was \$70,500.00. Three bids were under this estimate. Steigerwaldt recommended awarding the contract to B.G. Brecke Inc.

Approved unanimously

Motion approving contract with B. G. Brecke Inc. for the 18" Water Main Installation at 6301 Lucore Road, Marion.

Moved by Olson, seconded by Bender, to approve above referenced item. Steigerwaldt stated the contractor expects to start the project in July. The completion date is November 14, 2025. Steigerwaldt recommended approval of the contract.

Approved unanimously

Motion approving quote for water main installation on Alexis Court and Grand Avenue with B.G. Brecke Inc. for \$23,500.00.

Moved by McIntosh, seconded by Kling, to approve above referenced item. Steigerwaldt informed the board of this water main installation error. A public water main was installed outside of the right of way easement and inside a private lot which now has a new house built on it. Back in July of 2015 the subdivision plans had a little note stating to remove 40' of existing water main and then angle the new water main to the westerly right of way of Alexis Court. Neither our inspector or the contractor saw this note, thus they laid the new main starting inside the future private lot. Steigerwaldt shared the plan drawings with the board.

Steigerwaldt stated we that two quotes were received from local contractors. B. G. Brecke provided the lowest quote and can begin work in June. They will bore a new 6" water main under Grand Avenue and abandon the other water main under the corner of the new house.

Approved unanimously

Motion approving the purchase of a 2025 John Deere skid steer for \$76,415.00.

Moved by McIntosh, seconded by Kling, to approve above referenced item. Huhndorf and staff reviewed two similar skid steers. One from John Deere and the other one was a Caterpillar. Staff were able to test drive both units. Staff preferred the John Deere unit which also ended up being the low bid. Steigerwaldt stated payment for this unit will be made after July 1, 2025. Steigerwaldt also mentioned they received \$24,000 for the used skid steer not \$16,000 as the memo stated.

Approved unanimously

Motion approving payment to Mueller Company LLC for 30 fire hydrants for \$120,967.18.

Moved by Kling, seconded by Bender, to approve above referenced item. Steigerwaldt stated 30 of the 60 fire hydrants have arrived. He will increase the cost of the fire hydrants starting January 1, 2026 as there are 38 fire hydrants remaining on the rack at the old price.

Approved unanimously

Motion setting fee for staff to perform fire flow tests for private entities.

Moved by McIntosh, seconded by Kling, to approved above referenced item. Steigerwaldt explained to the board per fire code, a fire hydrant flow test is only good for one year. The Marion Fire Department has hired a third party reviewer to review fire sprinkler plans for code compliance, as the third party is always leaving a comment that the fire flow test is outdated. Steigerwaldt has spoken with Shawn Fluharty with the Marion Fire Department regarding the frequency of performing the additional fire flow tests when the test results basically do not change. The city of Ames charges \$150 per fire hydrant flow test but does not perform the test. They just have a person witness the test so they know when and where it was done. Our staff prefers to operate the fire hydrants and perform the flow test themselves so we can know when and where this is done and if there was an issue with the fire hydrant. Generally, it takes 3 people to do the flow test but it can take more depending on the location and traffic volume etc. Staff is considering charging a minimum of \$200 per test if not more. The board agreed to increase the fee to \$250.00.

Approved unanimously

Motion to increase deposit rates for businesses that use a large amount of water per state code up to 90 days of service.

Moved by Bender, seconded by Kling, to approve above referenced item. Steigerwaldt stated staff has requested some additional flexibility in setting the meter deposit amount for customers that use large amounts of water like restaurants or commercial users. Staff has noticed recently the current deposit amount of \$200 has not been enough for a couple of customers who closed suddenly and left us with a large outstanding bill. Staff has reviewed the new draft policy wording, and it will now allow them to collect higher deposit amounts based on past and future water consumption.

Approved unanimously

Discussion on the temporary connection of two separate water service connections to public water main.

Steigerwaldt stated he sent letters to the homeowners along Highway 13 north of the

Kwik Star. Only two residents responded and neither were in favor of connecting on to city water. The other inquiry for city water at 2620 Field Drive was no longer interested either. Steigerwaldt recommended not installing new water main for either of these areas until more customers are interested.

Discussion on future water rate increase to go into effect July 1, 2025. (cont. from last month)

Steigerwaldt shared the email from Janice Lawrence that explains the criteria she used to arrive at a proposed water revenue increase of approximately \$160,000 that was estimated for the fiscal year budget starting July 1, 2025. Steigerwaldt stated Janice did a great job summarizing how the rates were increased and what impacts that will have on various existing customers. He stated that a public hearing will be held on the proposed rate increase at the June 10th meeting and then increase the water rates on July 1, 2025. The board had no discussion on this item. Steigerwaldt also shared what increases the city is proposing for next fiscal year.

Motion setting Public Hearing on proposed increase in water rates for both Public Water Supply permits ID #5751035 (Marion Customers) and ID #5751040 (Glenbrook Cove Subdivision Area) for June 10th 2025 at 4:00 PM.

Moved by Bender, seconded by Kling, to approve above referenced item. Steigerwaldt stated he has heard from no customers to date regarding the proposed rate increase.

Approved unanimously

Discussion regarding Field Operations Reports.

Steigerwaldt presented the April monthly report where pumpage was up for the month mainly due to the annual fire hydrant flushing program. The CCR report was completed and delivered to places around town. Northway Well and Pump acidized Well #4 and the hope is to have it operational in early May. 7 leak holes were repaired, 25 curb boxes were measured and recorded in new subdivisions and 7 hydrants were loaded out. Staff also preformed survey and site investigation work on a water main relay project on English Boulevard and Douglas Court.

Secretary Report

Steigerwaldt shared the April building permit report which had 17 permits pulled over \$50,000 in valuation. He also mentioned the Ralston Site 5 year report pubic notice was published in the paper for review and comments. Pictures of the new service truck #19 were shared with the board. Steigerwaldt, Braxton Lawrence and Mary Ann Bries gave tours to 160 Marion 3rd graders in early May. Steigerwaldt also shared park layout concepts for the Lucore Road Tower site and Waterlinn Park where Silurian Well #11 was drilled in February 2024.

Adjourned at 5:29 PM

The next Marion Water Board meeting to be held on June 10, 2025 at 4:00 PM at 3050 5th Avenue, Marion and on ZOOM.


Terry Chew, Chairman


Todd Steigerwaldt, Secretary