



AGENDA

Water Board

4:00 PM - Tuesday, July 8, 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](https://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, July 8th 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 June 10, 2025 minutes and June 2025 payable invoices in the amount of \$2,177,881.27.** 6 - 12

The June 10, 2025 minutes and June 2025 payable invoices are attached.

Minutes 06 10 2025 Draft

Payables June 2025

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

Reports are attached. We ended the fiscal year with revenues over budget at 113% and expenses under budget at 87% of the approved budget. Interest revenue was up again. We took in \$563,022.04 in interest last fiscal year.

Bank Stmt Recon-June 2025

Expense Report-June 2025

Fund Balances 6-30-25

Revenue Report-June 2025

3. **Motion approving Resolution 25-17 accepting improvements and extensions of water main for Sycamore Heights 1st Addition to the Municipal Waterworks plant and system to the city of Marion, Iowa.** 34 - 37

This new subdivision is located north of 35th Avenue and east of the future extension of 44th Street. The developer is Josh Entler with Sycamore Development LLC from Iowa City. The contractor was Concise Earth Construction LLC. There are 32 single-family residential lots within this addition. This development will be on the higher water pressure zone fed from the 29th Avenue booster station. All inspections and water tests have passed. I recommend acceptance of this addition.

Res 25-17 Accepting WM at Sycamore Heights 1st Addition

4. **Motion approving water main application for the Lindale Commercial Park Addition to the city of Marion.** 38 - 41

This subdivision is located north of Blairs Ferry Road, east of Lindale Drive and south of the former railroad track (now a bike trail). The developer is Integrity Companies, LLC aka Kent Backen of Marion. There are 7 large open lots that are preliminary platted. He may final plat one or a couple lots at a time depending on what a buyer wants. There are no active buyers for any of the lots so the two buildings shown on the attachment are for illustration purposes only. They will remove an old fire hydrant along Lindale Drive and install three more fire hydrants once buyers for the lots are found.

Water Main Application Lindale Commercial

5. **Motion approving water main application for the Preserve at Lowe Farm 1st Addition to the city of Marion.** 42 - 45

This addition is located at the northeast corner of Lowe Park and west off of North 10th Street. The developers are Tim Mooney, Dan Engle and Bryce Ricklefs which formed Mooney Engle Ricklefs LLC. Boomerang Corp will be the contractor. There are 20 single-family residential lots planned for this addition. A 12" water main will be extended north on the west side of North 10th Street with 8" water main stubs heading into the future development. The developers will be providing sanitary sewer and water services to the two existing that homes the will remain on the property.

Water Main Application The Preserve at Lowe Farm 1st Addition

6. **Motion approving payment to Veenstra & Kimm Inc. for engineering service on the Lucore Road Elevated Storage Tank for \$594.00.** 46 - 47

Attached is the invoice from V&K and email for Gerard regarding tower project update.

V&K Invoice Tower 33561-14

Gerard email update

7. **Motion approving payment to Northway Corporation for emergency maintenance work performed on Well #4 for \$151,990.83.** 48

I have previously made the board aware of this pump failure. The #4 well pump failed this past spring. Northway was able to pull the pump, acidize and reset a new 175 hp submersible pump. The well is now back online. While this well was down for maintenance we also upgraded some of the SCADA equipment.

Northway Invoice Well #4 repair

8. **Motion approving final payment to Mueller Co. LLC for the purchase of the remaining 18 fire hydrants for \$72,580.31 and additional pipe and fittings for \$16,307.16 for a total cost of \$88,887.47.** 49

The remaining 18 fire hydrants arrived of our 60 fire hydrant order. On the payables invoice for Mueller we also purchased multiple corps and couplings adding up to \$16,307.16 worth of additional inventory for the shop. The total paid to Mueller was \$88,887.47 which included the above items and remaining 18 fire hydrants.

Mueller Invoice 18 fire hydrants

9. **Motion approving annual premium to ICAP for department's insurance needs for \$80,113.00.** 50

Attached is this year's renewal invoice for our insurance. The increase is up 5.3% from last year's renewal (an increase of \$4,028). We have added a new shop, service truck, skid steer, Can-AM and a GPS unit on the policy. We also received the lightening strike reimbursement claim check from ICAP at Well #7 for \$9,935.07. That was our only insurance claim last year.

ICAP Insurance invoice FY26

10. **Motion approving payment to Municipal Management Corp. for a leak detection survey for \$13,000.00.** 51 - 52

Steve Hiveley from Madrid, Iowa performed a leak detection survey on our cast iron and ductile iron water mains over the last several weeks. He found 7 leaks that our staff has begun addressing. His report is attached with the invoice. We do this survey about every 5 years.

Leak Detection Survey Invoice

11. **Motion approving payment to Rugger Underground Construction Inc. for two separate bore jobs on Douglas Ct. and English Blvd. for \$14,042.00.** 53

Huhndorf and staff relayed old water main along English Boulevard and Douglas Court. Staff prepared the bore pits for the contractor to bore the new water main. Staff anticipates completing all the water service tie overs before the July 4th weekend.

Rugger Underground WM Bore Invoice

12. **Motion approving agreement for annual auditing services with Hogan Hansen.** 54 - 63

Attached is the standard agreement for auditing services for our annual audit for the department. This year's audit will be \$19,500 for their services. We have a proposal from them for auditing service through 2029.

Hogan Hansen agreement

13. **Motion approving update to the Marion Water Department Personnel Policy for Employee Assistance Program (EAP) section No. 2.10.** 64 - 65

A copy of the existing EAP and proposed EAP policy is attached. The city selected a new EAP provider called Covenant Workplace Solutions from Cedar Rapids. They will provide more options and benefits for our employees.

EAP Section 2.10 DRAFT 07-08-2025

EAP Section 2.10 Existing 06-24-2025

14. **Motion approving annual Economic Development Investment pledge to MEDCO for \$5,000.00.** 66

Mark Seckman, President of MEDCO, presented to the board at the September 2024 board meeting regarding MEDCO's past, present and future goals and project initiatives. He also asked the board for a 5-year annual financial pledge at the \$5,000 giving level to support their future projects like expanding existing businesses, attracting new businesses and improving affordable housing stock for new families in Marion. This is a \$1,975 annual increase over past annual contributions to MEDCO. At the November 12, 2024 board meeting the board approved said 5-year financial pledge to MEDCO at the \$5,000 giving level. I recall the city was increasing their annual pledge amount to MEDCO to \$160,000 per year.

Medco Annual Pledge

15. Discussion regarding the Smithland Drive Reconstruction Project.

67 - 77

See attached design memo from Greg Annis, project engineer for the city. His recommendation is a concrete paved rural cross section due to the existing homes sitting well below existing street grade. The south end of this former county subdivision is very flat and tends to flood. The city will eventually be sending out a letter to the residents affected with this street improvement project. At that time we can ask the residents if they are interested in connecting onto city water immediately or in the future or if they want no water service at all. Upon the survey results, I would suggest the homeowners pay for the water service connection and service line with stop box to their property based on the contractor's bid price if they want city water. It would be up to them if they want to hire a private contractor to run it into their house and abandon their well. If the homeowner chooses not to pay for a water service line connection at the time of the street is reconstructed then I would suggest the board establish an additional future hookup fee they would then have to pay to connect to the new main. That amount can be determined by the board but I would suggest the fee be similar to what is established along Echo Hill Road that was established by Linn Mar School when they installed the water main. Bring your thoughts and ideas to the meeting to share and discuss.

30% Design Memo - Smithland Drive Reconstruction

Smithland - Rural Section

Smithland - Urban Section with Sidewalk

Smithland - Urban Section without Sidewalk

Smithland Dr. Rural Section Cost Estimate 30%

Smithland Dr. Urban Section Cost Estimate 30%

16. Discussion regarding the Field Operations Report.

78 - 80

Reports are attached.

June 2025 Monthly Service Report

June 2025 Well & Booster Chart

Pumping Report 2024-2025

17. Discussion regarding the Secretary's Report.

81 - 83

The June 2025 building report and a couple pictures of the new inspector truck are attached.

June 2025 Building Permits

Inspector Truck pic1

Inspector Truck pic2

ADJOURN

The next Marion Water Board meeting will be held on August 12, 2025 at 4:00 PM at 3050 5th Avenue, Marion and on ZOOM.