



MINUTES Water Board

4:00 PM - Tuesday, August 12, 2025
Water Department, 3050 5th Avenue

The Water Board of the City of Marion, Linn County, Iowa met on Tuesday, August 12, 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 and Curt Huhndorf

CALL TO ORDER

REGULAR AGENDA

Motion to approve the July 8, 2025 minutes and July 2025 payable invoices in the amount of \$1,826,385.97.

Moved by Kling, seconded by Olson, to approve the above referenced items. The board discussed the July 2025 payable invoice report. Bender asked about the extra overtime hours accumulated for one employee. Steigerwaldt stated our inspector has been working longer days watching the private contractors install water main. They also briefly talked about the high Alliant energy bill. Steigerwaldt stated the July electric bill was even higher over \$45,000. He stated it was \$12,000 more than last year's July bill and we pumped less water.

Approved unanimously

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

Moved by McIntosh, seconded by Kling, to approve above referenced reports. Steigerwaldt mentioned there was a note on the expense report from Janice Lawrence clarifying the vehicles expense line item for \$124,788.06. Of this total \$24,708.06 was for the CanAm vehicle. \$100,08.00 was for the skid steer. We only paid \$76,080.00 for the skid steer as we had a trade in credit of \$24,000.00 but we have to record the full value of the new skid steer for our asset accounting. Under the revenue report, Janice listed the \$24,000.00 trade in value under miscellaneous revenue.

Approved unanimously

Motion to receive and file the Financial/Utility Annual Comparisons report for FY 25.

Moved by Olson, seconded by Bender, to receive and file the FY 25 Financial/Utility Annual Comparisons report prepared by Janice Lawrence. It shows our last 5 fiscal year

fund account balances and various account statistics and trends. The board was appreciative of the financial analysis.

Approved unanimously

Motion accepting the 2024 Tama Street Water Main Relay Project and approving payment #2 to Rathje Construction Co. for \$50,185.18 and releasing final retainage in the amount of \$10,449.13.

Moved by McIntosh, seconded by Chew, to approve above referenced item. Steigerwaldt stated this project was mainly completed late last winter. The first payment was made to Rathje back in February 2025. Rathje has completed the minor punch list items and the hydroseeding has taken off with all the rain we have had this summer.

Approved unanimously

Motion approving retainage payment to Rathje Construction Co. for the East Robins Road Water Main Extension Project for \$3,650.51.

Moved by Olson, seconded by Bender, to approve the above referenced item. Steigerwaldt stated the board accepted this project at the June 10, 2025 meeting. Hydroseeding had just taken place and the installation of the erosion control measures. The hydroseeding has taken root with all the summer rain events and looks good.

Approved unanimously

Motion approving update to the Marion Water Department Personnel Policy No. 3.7 regarding travel regulations to comply with federal regulations.

Moved by Chew, seconded by Olson, to approve the above referenced item. Steigerwaldt state the IRS now wants to tax meals that normally would be reimbursed if the employee is traveling just for the day. The city revised their overall travel/reimbursement policy last month. Water staff has reviewed the draft policy and is fine with how we would handle a meal reimbursement on a day travel trip which rarely happens anyway.

Approved unanimously

Motion increasing 3/4" and 1" disc meters pricing on September 1, 2025 to \$331.31 and \$503.94 respectively.

Moved by McIntosh, seconded by Chew, to approve the above referenced item. Steigerwaldt stated our meter supplier has slightly increased the cost of our 3/4" and 1" meters. He also told us to expect more increases later this year. Staff will be placing another meter order soon at this new pricing. There are enough meters in inventory to last us until September 1st when Steigerwaldt suggested the new pricing goes into effect. The 3/4" meter increased by \$4.89 to \$331.31 plus tax and the 1" meter increased by \$20.87 to \$503.94 plus tax.

Approved unanimously

Discussion on Smithland Drive Reconstruction Project.

Steigerwaldt told the board he met with city staff on July 31st to further discuss the above project. The city will reduce the water main size from an 8" to 6" main. City staff is still slightly modifying the plans and overall project cost estimate before they host another neighborhood meeting. They are planning on a 2027 construction time line. Per the board's last discussion, Steigerwaldt told the city staff the homeowners would be responsible for the cost of the water service line. The department would pay the contractor and then seek reimbursement from the homeowner based on the project bid

cost. He also told the city staff the board would establish a hookup fee due at the time the water service is turned on to the home. This hookup fee would be similar in cost to the already established hookup fee along Echo Hill Road. Steigerwaldt suggested a hookup fee of \$15/LF of frontage. The west lots have 150' of frontage or $\$15 \times 150' = \$2,250$ fee. The east lots are 196' and one lot has 203' of frontage or $\$15 \times 203' = \$3,045.00$ fee. The board was agreeable to this amount. Steigerwaldt will continue to inform the board on the status of this project and if the city council decides to assess the homeowners for any of the street improvement costs.

Discussion regarding the Field Operations Report.

Steigerwaldt reviewed the July service reports with the board. He shared photos of the new CanAm vehicle and a large hole in an old pipe that staff had a leak on last month along 1st Avenue and 9th Street. There were four leaks repaired by staff that were found during the city wide leak detection survey. Many contractors are laying water main around town keeping staff busy with inspections.

Discussion regarding the Secretary's Report.

Steigerwaldt shared the July 2025 building permits issued over \$50,000 in valuation. There were 17 permits pulled last month. Steigerwaldt shared the DNR 2025 Water Use presentation and highlighted some key points about the overall state water consumption and the Jordan aquifer consumption. He also shared two revised draft concepts of future parks with the new elevated water tower and Silurian Well #11.

Steigerwaldt shared the annual SRF financial loan statement and a picture of Smith who made the city's Facebook page assisting a child with a fishing knot. Steigerwaldt also discussed with the board the lead service line replacement requirement by the EPA. He proposed a method for the department to financially assist customers whom have lead service lines. The board was agreeable to the idea and amount of compensation. Steigerwaldt stated he would develop a policy for their review and approval. The board stated the compensation amount should be different for short and long water service replacements.

ADJOURN at 5:44 PM

The next Marion Water Board meeting will be held on September 9, 2025 at 4:00 PM at 3050 5th Avenue, Marion and on ZOOM.



Terry Chew, Chairman

Todd Steigerwaldt, Secretary