

Regional Utility Service Systems
Minutes
REGULAR MONTHLY MEETING
October 6th, 2010

CALL TO ORDER: Moved by Ernie Greiner, second by Larry Kruse, ALL IN FAVOR:

APPROVAL TO CALL THE REGULAR MONTHLY MEETING OF THE REGIONAL UTILITY SERVICE SYSTEMS BOARD OF DIRECTORS ON OCTOBER 6TH, 2010 AT 1:15 P.M., IMMEDIATELY FOLLOWING THE PUBLIC HEARING ON THE PLANS AND SPECIFICATIONS FOR THE PLEASANT PLAIN AND EAST PLEASANT PLAIN SEWER PROJECT.

RUSS MEMBERS PRESENT: The following members were present: Henry Van Weelden, Marvin Philips, Kent White, Wes Rich, Larry Kruse (Lee Co. Alternate), Greg Kenning, Ernie Greiner, and Jeff Heland. Also present was CEO-Director Kelly Lewiston, and Administrative Assistant Renota Chambers.

RUSS MEMBERS ABSENT: The following RUSS board members were absent: Steve Burgmeier & Chris Ball.

ENGINEERS PRESENT: Kent Rice – French Reneker, Mark Fincel – Garden & Assoc., Jim Warner – Warner Engineering.

OTHERS PRESENT: NONE

APPROVAL OF AGENDA: Moved by Ernie Greiner, second by Larry Kruse, ALL IN FAVOR: **APPROVAL OF THE AGENDA OF TODAY'S MEETING.**

MINUTES: Moved by Ernie Greiner, second by Wes Rich, ALL IN FAVOR: **APPROVAL OF THE MINUTES OF THE REGULAR MONTHLY MEETING HELD ON SEPTEMBER 1ST, 2010 AND THE SPECIAL MEETING HELD ON SEPTEMBER 14TH, 2010.**

TREASURERS REPORT: Moved by Kent White, and Ernie Greiner, ALL IN FAVOR:

APPROVAL OF THE TREASURERS REPORT AS PRESENTED.

BILLS RECEIVED:

- Operations & Maintenance Bills: Moved by Ernie Greiner, second by Kent White, ALL IN FAVOR. **APPROVAL OF BILLS SUBMITTED FOR PAYMENT THROUGH THE RUSS OPERATIONS & MAINTENANCE CHECKING ACCOUNT: GENERAL ACCOUNT \$10,887.86, ARGYLE ACCOUNT \$377.86, HARPER ACCOUNT \$464.25, KESWICK ACCOUNT \$362.85, KINROSS ACCOUNT \$285.00, LINBY ACCOUNT \$169.56, MT. STERLING ACCOUNT \$422.85, WEBSTER ACCOUNT \$285.003, MARTINSBURG ACCOUNT \$302.85, MT. UNION ACCOUNT \$17.85. TOTAL O&M BILLS: \$13,575.93.**

- Construction Account Bills: Moved by Ernie Greiner, second by Jeff Heland, ALL IN FAVOR. **APPROVAL OF BILLS SUBMITTED FOR PAYMENT THROUGH THE RUSS CONSTRUCTION ACCOUNTS: ARGYLE CONSTRUCTION ACCOUNT \$32,334.63, MT. UNION CONSTRUCTION ACCOUNT \$8,512.45, SELMA CONSTRUCTION ACCOUNT \$30,374.55, ON-SITE CONSTRUCTION ACCOUNT \$3,725.00, LINBY CONSTRUCTION ACCOUNT \$13,061.77, RICHMOND CONSTRUCTION ACCOUNT \$2,702.00, RUBIO CONSTRUCTION ACCOUNT \$516.50, PP&EPP CONSTRUCTION ACCOUNT \$27,257.40. TOTAL CONSTRUCTION BILLS APPROVED UPON FINAL APPROVAL OF THE SAME BY USDA RURAL DEVELOPMENT IS \$118,484.30.**

PAST DUE REPORT: The board reviewed the past due report which reflected the following accounts as past due: Argyle (Lee County) \$5,972.00, Kinross \$871.90, Linby \$905.30, Martinsburg (transitioning to one monthly lump sum by City), Mt. Sterling \$591.15, Webster \$755.34.

SELMA – ENGINEERING SERVICES AGREEMENT: Moved by Jeff Heland, second by Ernie Greiner, ALL IN FAVOR:

APPROVAL OF THE ENGINEERING SERVICES AGREEMENT WITH WARNER ENGINEERING ON THE SELMA SEWER PROJECT; UPON APPROVAL OF THE SAME BY USDA RURAL DEVELOPMENT.

SELMA – ENVIRONMENTAL ASSESSMENT: Moved by Ernie Greiner, second by Greg Kenning, ALL IN FAVOR:

APPROVAL OF THE SELMA ENVIRONMENTAL ASSESSMENT UPON APPROVAL OF THE SAME BY USDA RURAL DEVELOPMENT.

ARGYLE – CHANGE ORDER #5: Moved by Ernie Greiner, second by Larry Kruse, ALL IN FAVOR:

APPROVAL OF CHANGE ORDER #5 WITH LAWSON CONSTRUCTION FOR A CONTRACT DECREASE AMOUNT OF \$2,090.56 ON THE ARGYLE SEWER PROJECT.

GENERAL – CEO TO HIRE ADDITIONAL HELP: Moved by Ernie Greiner, second by Kent White, ALL IN FAVOR:

APPROVAL WAS GRANTED TO ALLOW THE CEO TO HIRE A PART TIME PERSON ON AN AS NEEDED BASE AT A RATE OF \$15.00 PER HOUR.

MT. UNION – AMENDMENT #2 ENGINEER AGREEMENT: Moved by Ernie Greiner, second by Jeff Heland, ALL IN FAVOR:

APPROVAL OF AMENDMENT #2 TO THE ENGINEERING SERVICES AGREEMENT BETWEEN RUSS AND FRENCH RENEKER ASSOCIATES ON THE MT. UNION SEWER PROJECT AS IT RELATES TO ADDITIONAL SERVICES PROVIDED BASED ON THE IOWA DNR REQUIRING ADDITIONAL TESTING AND MONITORING OF THE SYSTEM FOR A TWO YEAR PERIOD TOTALING \$33,000 UPON APPROVAL OF THE SAME BY USDA RURAL DEVELOPMENT.

MT. UNION – CHANGE ORDER #2 PILCHER ENTERPRISES: Moved by Ernie Greiner, second by Wes Rich, ALL IN FAVOR:

APPROVAL OF CHANGE ORDER #2 ON THE MT. UNION SEWER PROJECT WITH PILCHER ENTERPRISES FOR A CONTRACT INCREASE AMOUNT OF \$4,900 FOR ADDITIONAL WORK OF INSTALLATION OF TESTING EQUIPMENT PER THE REQUIREMENT OF IOWA DNR – UPON APPROVAL OF THE SAME BY USDA RURAL DEVELOPMENT .

MT. UNION – CHANGE ORDER #2 LAWSON CONSTRUCTION: Moved by Ernie Greiner, second by Wes Rich, ALL IN FAVOR:

APPROVAL OF CHANGE ORDER #2 ON THE MT. UNION SEWER PROJECT WITH LAWSON CONSTRUCTION FOR A DECREASE IN CONTRACT AMOUNT OF \$11,437 – UPON APPROVAL OF THE SAME BY USDA RURAL DEVELOPMENT.

MT. UNION – REQUEST FOR OBLIGATION OF FUNDS: Moved by Larry Kruse, second by Wes Rich, ALL IN FAVOR:

APPROVAL FOR CHAIRPERSON TO SIGN THE REQUEST FOR OBLIGATION OF FUNDS IN THE AMOUNT OF \$52,000 WITH USDA RURAL DEVELOPMENT ON THE MT. UNION SEWER PROJECT – UPON THE APPROVAL OF THE SAME BY USDA RURAL DEVELOPMENT.

MT. UNION – LETTER OF CONDITIONS: Moved by Ernie Greiner, second by Kent White, ALL IN FAVOR:

APPROVAL FOR CHAIRPERSON TO SIGN THE AMENDMENT TO LETTER OF CONDITIONS ON THE MT. UNION SEWER PROJECT TO INCLUDE THE ADDITIONAL FUNDING OF \$52,000 – UPON THE APPROVAL OF THE SAME BY USDA RURAL DEVELOPMENT.

MT. UNION – RESOLUTION 11-192: Moved by Ernie Greiner, second by Wes Rich, ALL IN FAVOR:

APPROVAL OF RESOLUTION 11-192 PROVIDING FOR THE ISSUANCE AND SECURING THE PAYMENT OF \$297,000 TAXABLE SEWER REVENUE BONDS, SERIES 2010 FOR THE MT. UNION SEWER PROJECT.

GENERAL – POLICY ON WHEN THERE IS A TIE IN ENGINEERING SERVICES ON A PROJECT: Moved by Jeff Heland, second by Wes Rich, ALL IN FAVOR:

IN THE CASE WHERE THERE IS A TIE ON ENGINEERING SERVICES – THE RUSS BOARD REPRESENTATIVE OF THAT PROJECT AREA COUNTY; WILL MAKE THE FINAL DECISION ON ENGINEERING BETWEEN THE TWO TIED ENGINEERING FIRMS.

AUGUSTA – ENGINEERING SERVICES SELECTION: The engineering services selection had to be decided by Jeff Heland, Des Moines County based on a tie between French Reneker and Garden & Associates.

JEFF HELAND SELECTED, BASED ON A TIE; FRENCH RENEKER AND ASSOCIATES AS THE ENGINEERING FIRM FOR THE AUGUSTA SEWER PROJECT.

BIG HOLLOW RECREATION AREA – PRELIMINARY ENGINEERING SERVICES AGREEMENT: Moved by Ernie Greiner, second by Larry Kruse, ALL IN FAVOR:

APPROVAL OF THE PRELIMINARY ENGINEERING SERVICES AGREEMENT WITH FRENCH-RENEKER-ASSOCIATES ON THE BIG HOLLOW RECREATION AREA SEWER PROJECT FOR A CONTRACT COST TOTALING \$2,200.

FRANKLIN – ENGINEERING SERVICES AGREEMENT: Moved by Kent White, second by Jeff Heland, ALL IN FAVOR:

APPROVAL OF THE ENGINEERING SERVICES AGREEMENT ON THE FRANKLIN SEWER PROJECT WITH FRENCH RENEKER ASSOCIATES IN THE AMOUNT OF \$174,500.

GENERAL/ON-SITE – ORDINANCE MODIFICATION: Moved by Ernie Greiner, second by Jeff Heland, ALL IN FAVOR:

APPROVAL OF THE ORDINANCE MODIFICATION AS PRESENTED WITH INTENT TO BE INSERTED IN PROPOSED CHAPTER 3-10 OF CHAPTER 69 ADDING ADDITIONAL DEFINITIONS IN SECTION 1, AND THE ADDITION OF A NEW: SECTION 5. CONNECTION TO MANAGED COMMUNITY SEWER REQUIRED, AND APPROVAL TO FORWARD TO ALL OF RUSS PARTICIPATING COUNTIES RECOMMENDING COUNTY APPROVAL OF THE SAME.

PP&EPP SEWER PROJECT – OPTION TO PURCHASE ON LIFT STATION: Moved by Ernie Greiner, second by Kent White, ALL IN FAVOR:

APPROVAL FOR CHAIRPERSON TO SIGN THE OPTION TO PURCHASE BETWEEN RUSS AND DONNA GUY ON THE LIFT STATION SITE FOR THE PLEASANT PLAIN & EAST PLEASANT PLAIN SEWER PROJECT.

PP&EPP – CUSTOMER REQUEST: Moved by Marvin Philips, second by Kent White, ALL IN FAVOR:

THE REQUEST RECEIVED FROM JOHN S. TESLOW FOR A WAIVER OF THE \$2,000 HOOKUP FEE ON ALL LOTS THAT HE OWNS IN EXCHANGE FOR HIS SIGNATURE ON THE ROW EASEMENT WAS DENIED.

RICHMOND – RESOLUTION ESTABLISHING RATE: Moved by Larry Kruse, second by Jeff Heland, ALL IN FAVOR:

APPROVAL OF RESOLUTION 11-190 (DUPLICATION IN RESOLUTION NUMBER) ESTABLISHING RATES FOR THE RICHMOND SEWER PROJECT WITH A BASE RATE OF \$45.

3 LEE COUNTY PROJECTS (Croton, Mooar, and Wever) – PRELIMINARY ENGINEERING SERVICES AGREEMENT: Moved by Ernie Greiner, second by Wes Rich, ALL IN FAVOR:

APPROVAL FOR CHAIRPERSON VAN WEELDEN, OR CEO LEWISTON TO SIGN AGREEMENT WHEN PROVIDED - APPROVAL OF THE PRELIMINARY ENGINEERING SERVICES AGREEMENT WITH GARDEN & ASSOCIATES FOR THE THREE LEE COUNTY SEWER PROJECTS OF CROTON, MOOAR, AND WEVER.

GENERAL – DIGITAL CAMERA: Moved by Kent White, second by Ernie Greiner, ALL IN FAVOR:

APPROVAL WAS GIVEN TO CEO TO PURCHASE A DIGITAL CAMERA AT A COST OF UP TO \$300.

GENERAL – DISCONNECTION POLICY: Moved by Ernie Greiner, second by Kent White, ALL IN FAVOR:

APPROVAL BY RUSS BOARD THAT A CUSTOMER MAY DISCONNECT FROM SEWER FOR A PROPERTY THAT NO LONGER HAS A BUILDING ON IT – AFTER THE PROPERTY OWNER HAS PAID FOR A CONTINUOUS MONTHLY SEWER PAYMENT FOR A PERIOD OF FIVE YEARS. THE SEWER LINE MUST BE PROPERLY DISCONNECTED BY RUSS. IF THE PROPERTY OWNER WANTS TO RE-CONNECT AT A LATER DATE – THE CUSTOMER MUST PAY THE NEW HOOKUP FEE AMOUNT.

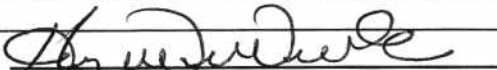
ON-SITE PROJECT – SRF PLANNING & DESIGN LOAN: Moved by Ernie Greiner, second by Kent White, ALL IN FAVOR:

APPROVAL FOR CHAIRPERSON TO SIGN THE SRF PLANNING AND DESIGN LOAN DOCUMENTS FOR THE ON-SITE PROJECT-POVERTY PHASE 1.

ADJOURNMENT: Moved by Kent White, second by Ernie Greiner, ALL IN FAVOR:

APPROVAL TO ADJOURN THE RUSS REGULAR MONTHLY MEETING AT 4:30 P.M. THE NEXT MEETING OF THE RUSS BOARD WILL BE ON WEDNESDAY NOVEMBER 3RD, 2010.

Minutes Approved:


Chairperson, Henry W. Van Weelden

Date: November 3rd, 2010

kl:kldocs/RUSS/MINUTES/Regular Monthly October 6th 2010

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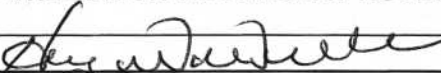
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