

**Regional Utility Service Systems  
Minutes  
REGULAR MONTHLY MEETING  
January 5, 2011**

CALL TO ORDER

The regular monthly meeting of the Regional Utility Service Systems Board of Directors was called to order on January 5, 2011 at 1:00 p.m. by Chairperson Henry Van Weelden.

RUSS MEMBERS PRESENT

The following members were present: Chris Ball, Steve Burgmeier, Greg Kenning, Marvin Phillips, Wes Rich, Ernie Schiller, Henry Van Weelden, Kent White, and Daryl Wood.

RUSS MEMBERS ABSENT

Tom Broeker

OTHERS PRESENT

Christa Perkins, Kelly Kranci, Rita Cangas-Marshall - Geode RC&D Staff; Ernie Greiner; Mark Fincel - Garden & Associates; Detra Dettmann - USDA-NRCS/Pathfinders RC&D; Dan Miller - Jefferson County Environmental Health; Lacey Jacobs - Fairfield Ledger; and Cindy Scarcy - Fairfield Precast Concrete.

APPROVAL OF AGENDA

**Motion by Steve Burgmeier, second by Kent White to approve the January 5, 2011 Agenda. Motion carried.**

APPROVAL OF MINUTES OF PRIOR MEETING(S) – DECEMBER 1, 2010

**Motion by Kent White, second by Wes Rich to approve the minutes of the regular monthly board meeting held on December 1, 2010. Motion carried.**

APPROVAL OF MINUTES OF SPECIAL MEETING – DECEMBER 23, 2010

**Motion by Wes Rich, second by Marvin Phillips to approve the minutes of the special board meeting held on December 23, 2010. Motion carried.**

APPROVAL OF TREASURERS REPORT – November & December 2010

**Motion by Kent White, second by Ernie Schiller to approve the Treasurers Report for October 26, 2010 through December 25, 2010 as presented by Treasurer Steve Burgmeier. Motion carried.**

APPROVAL OF O&M BILLS RECEIVED

Operations & Maintenance Bills: **Motion by Steve Burgmeier, second by Wes Rich to approve bills submitted for payment through the RUSS Operations & Maintenance checking account: General account \$20,191.93, Argyle account \$317.71, Harper account \$319.50, Keswick account \$302.85, Kinross account \$317.00, Linby account \$217.21, Mt. Sterling account \$352.70, Mt. Union account \$121.55, Webster account \$370.70, Martinsburg account \$388.55. Total O&M bills: \$22,899.70. Motion carried.**

**Construction Account Bills: Motion by Ernie Schiller, second by Chris Ball to approve bills submitted for payment through the RUSS Construction account: Mt. Union account \$21,385.23, Linby account \$390.00, On-site account \$37.50, Pleasant Plain account \$2,293.62, Ollie account \$337.50, Rubio \$37.50. Total construction bills approved upon final approval of the same by USDA Rural Development is \$24,481.35. Motion carried.**

GRIEVANCE &/OR COMPLAINT PROCESS

**Motion by Steve Burgmeier, second by Kent White to approve the amended Grievance and/or Complaint Process stating the grievance or complaint must be submitted 10 days prior to the regular monthly RUSS board meeting. Motion carried.**

RURAL DEVELOPMENT REQUIRED REPORTING FILINGS

**Motion by Steve Burgmeier, second by Ernie Schiller approving authority to the Executive Committee to sign the Rural Development required filing reports. Motion carried.**

TOM RICHARDS FEE INCREASE –EXTRA SAMPLERS – MT. UNION

**Motion by Steve Burgmeier, second by Ernie Schiller to approve an increase of \$75 per month to Tom Richards, RUSS operator, due to required additional treatment plant samples at Mt. Union. Motion carried.**

PAY \$300 RESIDENT WATER USAGE & REQUEST DETAILED BILLING – ARGYLE

Payment to Argyle Water District, for water usage information was approved at the December 1, 2010 board meeting. **Motion by Ernie Schiller, second by Steve Burgmeier to approve assessing Argyle residents' on their RUSS sewer bill for the fee payment to obtain the water usage report, and in future this additional fee should be included in the coupon booklets. Motion carried.**

SRF P&D LOAN EXTENSION - SELMA

**Motion by Marvin Phillips, second by Steve Burgmeier approving authority to the Executive Committee to sign the SRF P&D Loan Extension request, prior to the board meeting next month. Motion carried.**

GEODE RC&D AGREEMENT

**Motion by Kent White, second by Steve Burgmeier to approve the contract with Geode RC&D as discussed, at \$1,000 per month and \$37.50 per hour per person, for a period of 90 days after review by RUSS attorney and with the option to extend or cancel the contract by consent of both parties. Motion carried.**

**Motion by Steve Burgmeier, second by Kent White to appoint Ernie Schiller and Willie Van Weelden as the liaisons between Russ and Geode RC&D. Motion carried.**

EASEMENT ACQUISITION – OLLIE

**Motion by Steve Burgmeier, second by Ernie Schiller to approve for Garden & Associates to proceed with easement acquisition in Ollie. Motion carried.**

NPDES PERMIT & E911 – OLLIE

**Motion by Steve Burgmeier, second by Ernie Schiller to approve the required signature on the NPDES Permit and E911 requests, as submitted by Garden & Associates. Motion carried.**

PROJECT REIMBURSEMENTS TO RUSS (PP/OLLIE/RICHMOND/RUBIO)

**Motion by Steve Burgmeier, second by Ernie Schiller to approve a project cost of \$388.00 to have a power point system set up at the Richmond public hearing on January 13, 2011 due to the expected large number of attendees at this meeting.**

ACCEPTANCE OF DIVISION 2-TREATMENT PLANT – MT. UNION

CHANGE ORDER 3 – DECREASE OF \$2,924.54 – MT. UNION

PAY REQUEST 8 – FINAL AMOUNT OF \$14,645.41 – MT. UNION

CERTIFICATION OF SUBSTANTIAL COMPLETION – MT. UNION

STATEMENT OF FINAL COMPLETION – MT. UNION

**Motion by Kent White, second by Chris Ball to approve the Statement of Final Completion for Mt. Union as submitted by French Reneker Associates, which includes the Acceptance of Division 2-Treatment Plant, Change Order 3, Pay Request 8 and Certification of Substantial completion. Motion carried.**

ENGINEERING AGREEMENT FOR PRELIMINARY REPORT – AUGUSTA

Approval of the agreement tabled until the February 2011 board meeting, in order to get the approval from Rural Development.


DRAFT PRELIMINARY REPORT – DES MOINES COUNTY BIG HOLLOW

**Motion by Steve Burgmeier, second by Wes Rich to submit the preliminary report for the Des Moines County Big Hollow Recreations Area to IDNR, as written by French Reneker Associates. Motion carried.**

ADJOURNMENT

**Motion by Kent White, second by Ernie Schiller to adjourn the RUSS monthly meeting. Motion carried. Meeting adjourned at 3:20 p.m.**

Minutes Approved:

  
Chairperson, Henry W. Van Weelden

2-7-11  
Date