

**REGIONAL UTILITY SERVICE SYSTEMS (RUSS)
BOARD OF DIRECTORS MEETING – 900 W. WASHINGTON ST., MT. PLEASANT
WEDNESDAY – DEC. 12TH, 2012 – 1:00 P.M.
MINUTES**

CALL TO ORDER

The regular monthly meeting of the Regional Utility Service Systems Board of Directors was called to order on December 12th, 2012 at 1:00 p.m. by Chairperson Daryl Wood.

RUSS MEMBERS PRESENT

Daryl Wood, Steve Burgmeier, Henry Van Weelden, Marvin Philips, Wes Rich, Ernie Schiller, Tom Broeker, Kent White, Chris Ball and Greg Kenning. RUSS staff: Exec. Dir.-Bruce Hudson and Kathy Dye-Finance Manager

RUSS MEMBERS AB SENT: none

OTHERS PRESENT

Jeremiah Selby – Garden & Associates; Kent Rice – French-Reneker & Associates; Trisha Phelps-Mt. Pleasant News and Lee Dimmitt.

APPROVAL OF AGENDA

Motion made by Ernie Schiller, seconded by Steve Burgmeier to approve the Dec. 12th, 2012 agenda as presented.

Motion carried. #M71-13

APPROVAL OF MINUTES: November 14th, 2012 regular meeting

Motion by Ernie Schiller, second by Tom Broeker to approve the minutes of the regular monthly RUSS board meeting held on Nov. 14th, 2012. Motion carried. #M72-13

ENGINEERING UPDATES:

- **FRENCH-RENEKER:** - reported that the “extra testing” of the Mt. Union system will end Dec. 31, 2012-per the DNR requirements when system was in place. Everything running well.
- **GARDEN & ASSOCIATES:** Project Update Report
 - Pleasant Plain/E. Pleasant Plain-USDA RD recommended holding the close of the project until DeLong Construction can get the seeding around the lagoon done in the spring.
 - Rubio – Washington County has on their agenda for their next meeting to approve a project note for the work/expenses that have occurred to date on the Rubio project.
 - Richmond – **Motion by Wes Rich, seconded by Steve Burgmeier to authorize Bruce Hudson, RUSS Exec. Director to sign any documents to continue with the ARH @ Richmond treatment site. Motion carried. #M73-13**

WARNER ENGINEERING: Project Update Report – Jim Warner – not present

APPROVAL OF TREASURER’S REPORT

- **Treasurer’s Report, Bank Reconciliation, Delinquent Cust. Report & Bills received – Motion by Steve Burgmeier, second by Chris Ball to approve the treasurer’s report pending FY12 audit. Total bills: \$40,193.02. Motion carried. #M74-13** Checks cut/approved: Rural Development \$9,416.70; Alliant Energy \$50.39; DeLong-Keith Construction, Inc. \$712.50; Control Services, Inc. \$2,399.01; Bruce Hudson \$543.20; Burlington Hawkeye \$139.92; Flomm, Inc. \$600.00; Great Plains One Call Service \$10.45; Kathy Dye \$500.00; Keokuk County \$19,198.74; Ottumwa Courier \$96.65; Pat Waters \$500.00; TD&T Financial Group \$1,000.00; The Washington Evening Journal \$105.75; US Cellular \$166.65; Windstream \$326.68; Garden & Associates, Ltd. \$1,351.20; City Clerk of Ft. Madison \$340.00; Menke, Keith \$1,020.00; Miller, Toni \$60.00; Lee, Bryan \$60.00; Showman, Dan \$60.00; Rathbun Regional Water Association \$31.03; Orenco Systems, Inc. \$403.92; French-Reneker-Associates, Inc. \$1,100.23
- **Executive Director update** – Bruce Hudson updated the board on things that have been going on in the RUSS office; continue having meetings with citizens in Jefferson county regarding individual on-site systems; have had several calls with USDA RD regarding some issues in communities; State Auditor will begin FY12 RUSS audit in Jan. 2013; Pat Waters no longer employed by RUSS.

- *Discuss/Consider hiring engineer firm to put PER together for Argyle to address community sewer issues-Motion by Ernie Schiller, second by Steve Burgmeier to consider French-Reneker to present an Engineer Agreement for cost analysis of PER for rehabbing the Argyle sewer system. Motion carried. #M75-13*
- *Discuss/Consider Resolution #R07-13 for Issuance of a Sewer Bond Anticipation Project Note-Richmond (IFA Interim Loan/disbursement Agreement) - Motion by Steve Burgmeier, second by Wes Rich to approve Resolution #R07-13 for Issuance of a Sewer Bond Anticipation Project Note-Richmond (IFA Interim Loan/disbursement Agreement. Motion carried. A roll call was done with the following member/counties voting "AYE"; Chris Ball-Louisa; Ernie Schiller-Lee; Daryl Wood-Keokuk; Wes Rich-Washington; Willie Van Weelden-Mahaska; Steve Burgmeier-Jefferson; Tom Broeker-Des Moines & Kent White-Henry. Voting "NAY" was Marvin Philips-Van Buren; Greg Kenning-Wapello abstained #M76-13*
- *Discuss/Consider Franklin debt and time line for payment-nothing new to report*
- *Discuss Davis County – The RUSS executive board and Bruce Hudson met with their attorney and it was found that the process of letting Davis County out of RUSS was not followed by the 28E agreement; therefore, Davis County is still a part of RUSS. Davis County will be receiving an invoice showing three (3) years of operation cost fees due of \$19,000.00.*
- *Discuss/Consider arbitration proceedings with Wapello County-nothing new to report at this time*
- *Discuss Mt. Sterling – discontinuance update – Mt. Sterling is now an "unincorporated" city as of 11/27/12 and under Van Buren County now. RUSS attorney and bond counsel will be working on a new 28E agreement between Van Buren County and RUSS.*
- *Discuss/Consider litigation proceedings with Mt. Union (possible close session)– Mt. Union City Council has been sent another letter with 14 days to respond.*
- *Discuss Des Moines County project-Augusta – no changes*
- *Discuss/Consider employee salaries – Motion by Ernie Schiller, seconded by Steve Burgmeier to adjust/increase Bruce Hudson's salary by \$5,000.00 effective Jan. 1, 2013 to be spread out over remaining pay periods through June 2013; along with a 4% increase in salary for both Bruce Hudson and Kathy Dye effective July 1, 2013. Motion carried. #M77-13*
- *Discuss/Consider employee issues –Bruce Hudson requested the board give permission work with the personnel committee to hire a new employee to replace Pat Waters. Motion by Steve Burgmeier, second by Chris Ball to allow Bruce Hudson to work with the Personnel committee to advise, interview and hire new employee. Motion carried. #M78-13*

PUBLIC COMMENTS - none

ADJOURNMENT

Motion made by Willie Van Weelden, second by Ernie Schiller to adjourn the meeting. Motion carried. #M79-13
Meeting adjourned at 2:50 p.m.

Next RUSS board meeting scheduled for Jan. 9th, 2013 @ 1:00 p.m. to be held at the Henry County Emergency Management Building, Mt. Pleasant, IA.

Minutes Approved:

Daryl Wood
Chairperson, Daryl Wood

1-9-13
Date