

REGIONAL UTILITY SERVICE SYSTEMS (RUSS)
BOARD OF DIRECTORS MEETING – 900 W. WASHINGTON ST., MT. PLEASANT
WEDNESDAY – JAN. 9TH, 2013 – 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 January 9th, 2013 at 1:00 p.m. by Chairperson Daryl Wood. With several new board members-everyone introduced themselves and the county they represented.

RUSS MEMBERS PRESENT

Daryl Wood, Lee Dimmitt, Mike Vander Molen, Bob Waugh, Jack Seward, Ernie Schiller, Tom Broeker, Greg Moeller, Chris Ball and Greg Kenning. RUSS staff: Exec. Dir.-Bruce Hudson and Kathy Dye-Finance Manager

RUSS MEMBERS AB SENT: Davis county member

OTHERS PRESENT

John Meyer – French-Reneker & Associates; Trisha Phelps-Mt. Pleasant New

APPROVAL OF AGENDA

Motion made by Ernie Schiller, seconded by Tom Broeker to approve the Jan. 9th, 2013 agenda as presented.

Motion carried by all. #M83-13

APPROVAL OF MINUTES: December 12th, 2012 regular meeting & December 28th, 2012 emergency meeting:

Motion by Ernie Schiller, second by Tom Broeker to approve the minutes of the regular monthly RUSS board meeting held on Dec. 12th, 2012 and the emergency meeting on Dec. 28th, 2012. Motion carried with Wapello & Van Buren county abstaining. #M84-13

ENGINEERING UPDATES:

- **FRENCH-RENEKER:** - RUSS will be continuing to use Kent Rice w/French Reneker to help operate and monitor Mt. Union system for the next few months until new operator with RUSS is trained.
- **GARDEN & ASSOCIATES:** - Nothing new to report – not present

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 Ernie Schiller, second by Chris Ball to approve the treasurer's report pending FY12 audit. Total bills: \$39,983.76. Motion carried by all. #M85-13** Checks cut/approved: Rural Development \$9,366.31 Visa/Bancard \$457.69 Alliant Energy \$738.78 Bruce Hudson \$500.00 Burlington Hawkeye \$114.50 Flomm, Inc. \$600.00 Great Plains Locating Service, Inc. \$71.40 Kathy Dye \$530.00 Keokuk County \$11,989.22 TD&T Financial Group \$2,018.27 US Cellular \$201.65 Windstream \$326.41 Foss, Kuiken & Cochran, P.C. \$1,165.00 Office of Auditor of State \$1,000.00 City Clerk of Ft. Madison \$340.00 Menke, Keith \$1,020.00 Miller, Toni \$50.00 Lee, Bryan \$62.00 Showman, Dan \$62.00 State Hygienic Laboratory \$66.00 French-Reneker-Associates, Inc. \$3,310.65 Rathbun Regional Water Association \$31.03 Garden & Associates, Ltd. \$5,842.85 Regional Utility Service System \$120.00
- ***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; Proj. initial meeting on Argyle system; met w/some citizens in Kinross; working on FY14 budgets. Bruce discussed with the members the County Operation costs due to RUSS and the importance of continuing to work toward getting new customers/systems- as the more users the more the county operational costs to RUSS would decrease over the years.
- ***Discuss county Contributions for Operational costs for RUSS***-Bruce presented the board members with the "proposed" FY14 budget and explained each line item and informed the board that the County Operational costs for FY14 would be \$8,000.00. **Motion by Ernie Schiller, second by Lee Dimmitt to approve the FY14 County Operational Costs to RUSS to be \$8,000.00. Motion carried with one (1) "No" = Mahaska Cty. And three (3) abstaining = Van Buren, Wapello & Washington Cty. #M86-13**

- Discuss/Approve a “safety deposit box” for storage of “Off-site” back up/flash drive of accounting records. The State Auditor’s office informed RUSS employees that an “off-site” storage (at least 30 miles from the office) should be obtained to keep a backup of all accounting computer files-in case of disaster. **Motion by Tom Broeker, second by Ernie Schiller to obtain a safety deposit box – located in Donnellson, Ia @ Pilot Grove Savings Bank for \$8.00/yr. to hold a flash drive backup of RUSS accounting computer files. Motion carried. #M87-13**
- Discuss RUSS Board of Directors training workshop – Chris Jewett w/MAPS along with the RUSS employees will conduct a training workshop on Feb. 8th, 2013 from 8:30 a.m. to 5:00 p.m. for all RUSS Board of Director Members.
- Discuss/Consider signing the Amended/Substituted Joint Agreement for Washington County/RUBIO project - **Motion by Ernie Schiller, second by Chris Ball to approve signing the Amended/Substituted Joint Agreement for Washington County/RUBIO project. Motion carried – 6 AYES – 2 NAYES (Washington & Mahaska) with Van Buren and Wapello abstaining. #M88-13**
- Discuss/Consider election of new Secretary/Treasurer for RUSS – Nomination was made by Ernie Schiller for Chris Ball to be new Secretary/Treasurer with Lee Dimmitt seconding. **Motion by Lee Dimmitt, second by Ernie Schiller to cease nominations. Motion carried. #M89-13** **Motion by Ernie Schiller, second by Lee Dimmitt to vote in Chris Ball as the new Secretary/Treasurer for RUSS. Vote taken and Motion carried by all. #M90-13**
- Discuss/Consider “Engineering Services Agreement” from French-Reneker-Associates, Inc. for re-design of Lee County/Argyle wastewater treatment system – **Motion by Lee Dimmitt, second by Ernie Schiller to approve the “Engineering Services Agreement” from French-Reneker-Associates, Inc. for re-design of Lee County/Argyle wastewater treatment system. Motion carried by all. #M91-13**
- Discuss/Consider signing of the USDA Grant funding application for “Argyle Wastewater Rehab project” by RUSS Chair and Secretary - **Motion by Ernie Schiller, second by Lee Dimmitt to approve signing of the USDA Grant funding application for “Argyle Wastewater Rehab project” by RUSS Chair and Secretary. Lee Dimmitt asked if this would cause the customer sewer fees to increase, Bruce Hudson stated that we are looking at grant funding which would not have to be paid back-so should not affect the rates. Motion carried by all. #M92-13**
Resolution #08-13 was approved as part of the USDA Grant application. **A roll call was done to approve R#08-13 with the following member/counties voting “AYE”; Chris Ball-Louisa; Ernie Schiller-Lee; Daryl Wood-Keokuk; Jack Seward-Washington; Lee Dimmitt-Jefferson; Tom Broeker-Des Moines & Greg Moeller-Henry. No “NAY” votes. Bob Waugh-Van Buren, Greg Kenning-Wapello & Mike Vander Molen-Mahaska abstained.**
- Discuss/Consider Franklin legal action to collect past due debt from the City of Franklin – **Motion to appoint a committee consisting of Lee Dimmitt, Chris Ball and Daryl Wood to work with Bruce Hudson on pursuing legal action on the City of Franklin made by Ernie Schiller, second by Tom Broeker. Motion carried by all. #M93-13**
- Discuss Davis County – letter received by Davis County Attorney and forwarded to RUSS attorney-no news to report
- Discuss/Consider arbitration proceedings with Wapello County-Greg Kenning reported that there was need to set up mediation/arbitration meeting-following the By-laws and 28E agreement.
- Discuss Mt. Sterling – discontinuance update – Bob Waugh reported that mention of a 28E between RUSS and Van Buren County was going to be discussed at the next Board of Supervisor meeting for Van Buren County.
- Discuss/Consider litigation proceedings with Mt. Union (possible close session) – lawsuit has been filed at the Henry County Courthouse.
- Discuss Des Moines County project-Augusta – no changes

PUBLIC COMMENTS - none

ADJOURNMENT

Motion made by Chris Ball, second by Ernie Schiller to adjourn the meeting. Motion carried. #M94-13 Meeting adjourned at 4:00 p.m.

Next RUSS board meeting scheduled for Feb. 13th, 2013 @ 1:00 p.m. to be held at the Henry County Emergency Management Building, Mt. Pleasant, IA.

Minutes Approved:

Daryl K Wood
Chairperson, Daryl Wood

2-13-13
Date