

**REGIONAL UTILITY SERVICE SYSTEMS (RUSS)
BOARD OF DIRECTORS ANNUAL MEETING –
900 W. WASHINGTON ST., MT. PLEASANT
WEDNESDAY – JULY 11TH, 2012 – 1:00 P.M.
MINUTES**

CALL TO ORDER

The Annual meeting for Regional Utility Service Systems Board of Directors was called to order on July 11th, 2012 at 1:00 p.m. by Chairperson Wes Rich.

RUSS MEMBERS PRESENT

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

RUSS MEMBERS ABSENT – Kent White

OTHERS PRESENT

Jeremiah Selby – Garden & Associates; Kent Rice – French-Reneker & Associates; Sally Humes-Mt. Pleasant News and Dan Johnson.

APPROVAL OF AGENDA

Steve Burgmeier requested the Agenda be amended to say “Nomination/Election of FY13 Officers. **Motion made by Steve Burgmeier, second by Willie Van Weelden to approve the July 11th, 2012 Annual meeting agenda as amended. Motion carried. #M01-13**

NOMINATION/ELECTION OF FY13 OFFICERS:

- Nomination for Chair made by Steve Burgmeier-Deke Wood. **Motion to cease nominations made by Marvin Phillips, second by Ernie Schiller. Motion carried. #M02-13**
- Nomination for Vice-Chair made by Steve Burgmeier – Ernie Schiller. **Motion to cease nominations made by Marvin Phillips, second by Deke Wood. Motion carried. #M03-13**
- Nomination for Secretary/Treasurer made by Willie Van Weelden – Steve Burgmeier. **Motion to cease nominations made by Marvin Phillips, second by Ernie Schiller. Motion carried. #M04-13**

New RUSS Board Officers for FY13 are:

Deke Wood – Chair

Ernie Schiller – Vice-chair

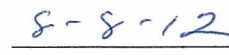
Steve Burgmeier - Secretary/Treasurer

ADJOURNMENT

Motion by Steve Burgmeier, second by Deke Wood to adjourn the annual meeting. Motion carried.
#M05-13 Meeting adjourned at 1:10 p.m.

Minutes Approved:


Chairperson, Deke Wood


Date

REGIONAL UTILITY SERVICE SYSTEMS (RUSS)
BOARD OF DIRECTORS MEETING – 900 W. WASHINGTON ST., MT. PLEASANT
WEDNESDAY – JULY 11TH, 2012 – 1:00 P.M. (following Annual meeting)
MINUTES

CALL TO ORDER

The regular monthly meeting of the Regional Utility Service Systems Board of Directors was called to order on July 11th, 2012 at 1:10 p.m. by Chairperson Deke Wood.

RUSS MEMBERS PRESENT

Deke Wood, Steve Burgmeier, Henry Van Weelden, Marvin Phillips, Wes Rich, Ernie Schiller, Tom Broeker, Greg Kenning and Chris Ball. RUSS staff: Exec. Dir.-Bruce Hudson, Proj. Coord.-Pat Waters and Kathy Dye-Finance Manager.

RUSS MEMBERS ABSENT - Kent White

OTHERS PRESENT

Jeremiah Selby – Garden & Associates; Kent Rice – French-Reneker & Associates; Sally Hayes-Mt. Pleasant News and Dan Johnson.

APPROVAL OF AGENDA

Motion made by Ernie Schiller, seconded by Willie Van Weelden to approve the July 11th, 2012 agenda as presented. Motion carried. #M06-13

APPROVAL OF MINUTES: June 13th, 2012 MEETING:

Motion by Ernie Schiller, second by Marvin Phillips to approve the minutes of the regular monthly board meeting held on June 13th, 2012. Motion carried. #M07-13

ENGINEERING UPDATES:

- **FRENCH-RENEKER:** Project Update Report – Mt. Union and Linby still running smoothly. Kent Rice will no longer maintain the systems as of July 31st, 2012 (contract ended) but willing to help RUSS in the future if needed. Wes Rich asked if there had been any issues with the Mt. Union system and DNR-Kent stated that not since the one (1) time in 2010-that is why the extra testing is being done with follow up by DNR. RUSS will work on getting diesel fuel for the generator as it runs for 15 min. every 2 wks.
- **GARDEN & ASSOCIATES:** Project Update Report – Jeremiah Selby reported that homes in Pleasant Plain are beginning to be hooked up to the sewer system weekly. Contractors are working on the punch list for Div. I & II after a walk through was done by representatives of RUSS, Garden & Associates and DeLong Const.
- **Pleasant Plain & East Pleasant Plain-**
 - Consider Pay App. #6-Div. I: \$47,456.55 – **Motion by Willie Van Weelden, second by Ernie Schiller to approve pending USDA RD approval. Motion carried #M08-13**
 - Consider Pay App. #11-Div. II: \$16,495.10 – **Motion by Willie Van Weelden, second by Ernie Schiller to approve pending USDA RD approval. Motion carried #M09-13**
 - Consider/Approve Eng. Agreement Amendment- **Motion to table until RUSS (Deke & Bruce) are able to talk to USDA RD as to where the extra money is coming from-grant or loan was made by Steve Burgmeier, second by Ernie Schiller. Motion carried #M10-13**
 - Consider/Accept Certificate of Substantial Completion – Div. I & Div. II – **Motion by Steve Burgmeier, second by Wes Rich to accept/approve the Certificate of Substantial Completion for Div. I & Div. II. Motion carried #M11-13**
- Richmond**-project still moving forward/waiting for clarification of when treatment site is available
- Ollie**-continue working on lagoon property purchase and easements
- Rubio**-waiting on easements and Wash. Co. enforcement of Co. Ordinance
- Lee County** –waiting for Lee County to sign 28E –then will begin working on PER
- **WARNER ENGINEERING:** Project Update Report – Jim Warner - No Report Submitted

APPROVAL OF TREASURER'S REPORT

- Treasurer's Report & Bills received – **Motion by Steve Burgmeier, second by Tom Broeker to approve the treasurer's report. Total bills: \$97,838.35. Motion carried. #M12-13**
- Bank Reconciliation – **Motion by Steve Burgmeier, second by Tom Broeker to approve the bank reconciliation to be signed by Wes Rich. Motion carried. #M13-13**
- Delinquent Customer Report - **Motion by Steve Burgmeier, second by Tom Broeker to approve the Delinquent Customer Report. Motion carried. #M14-13**
- *Executive Director update* - Bruce Hudson gave an update to the board on what the RUSS staff have been doing over the past month; PPL/EPPL startup meeting, walk through & review of new flat rate fee structure; attended a webinar on wastewater; attended UMO meeting; new coupon booklets mailed out to all customers; met with Pollution Control rep.-they will begin preventive maintenance on system pumps; completed 6 mo. evaluations for RUSS employees. RUSS Chair Deke Woods appointed a new "Personnel Committee" consisting of Marvin Phillips-Chair, Tom Broeker & Chris Ball to begin process of yearly evaluation for the Exec. Director which is coming due in September.
- *Discuss/Consider approval of membership dues for Keokuk County*-Keokuk county requested that their FY13 dues be reduced by \$1,000 as they are the Fiscal Agent for RUSS employees and as long as they continue to be the Fiscal Agent for RUSS. **Motion by Steve Burgmeier, second by Ernie Schiller to reduce the FY13 dues for Keokuk county by \$1,000 and as long as they are the Fiscal Agent for RUSS. Motion carried by 8 ayes and 1 nay (W. Van Weelden). #M15-13**
- *Discuss/Consider arbitration proceedings with Wapello County*-Greg Kenning reported that their county attorney was still reviewing the 28E Intergovernmental agreement and has been having conversation with Paul Zingg (attorney for RUSS) regarding Wapello county getting out of the agreement. After much discussion amongst the members-**Motion was made by Tom Broeker, second by Chris Ball to have the RUSS Exec. Board seek legal counsel as to what the next step with Wapello County would be. Motion approved by all with Greg Kenning abstaining. #M16-13**
- *Discuss/Consider arbitration proceedings with Mt. Union* – The City of Mt. Union has denied arbitration with RUSS (via letter rec'd 7/6/12) – Paul Zingg has advised of what the next steps should be. The RUSS board instructed Bruce Hudson to mail out a letter the Mt. Union citizens explaining situation of how those customers who choose to not pay their monthly sewer rates will affect their monthly rates in the future (possible increase).
- *Discuss Mt. Sterling – discontinuance update* – no changes
- *Discuss Lee County (Mooar/Powdertown)* – Bruce Hudson met with Lee County Board of Supervisors – still waiting on the 28E agreement to be signed so the engineers can move forward with the PER.
- *Discuss Des Moines County project-Augusta* – no changes
- *Discuss Richmond/Rubio/Ollie* – Wes Rich reported that the project is still moving forward.

PUBLIC COMMENTS -

Dan Johnson (Mt. Union citizen) voiced his concerns with the situation in Mt. Union in regards to the increase in sewer rates. Kent Rice spoke to the board about possible ways to get more funding by going through legislators. He also suggested RUSS look into other cities/counties as to how they handle non-payment of sewer bills (ie: shutting off water).

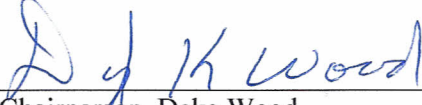
ADJOURNMENT

Motion made by Ernie Schiller, seconded by Wes Rich to adjourn the meeting. Motion carried. #M17-13

Meeting adjourned at 3:40 p.m.

Next RUSS board meeting scheduled for august 8th, 2012 @ Henry County Emergency Management Building, Mt. Pleasant, IA.

Minutes Approved:


Chairperson, Deke Wood

8-8-12
Date