

**REGIONAL UTILITY SERVICE SYSTEMS (RUSS)
BOARD OF DIRECTORS MEETING – 900 W. WASHINGTON ST., MT. PLEASANT
WEDNESDAY – MAR. 19th, 2014 – 1:00 P.M.
MINUTES - DRAFT**

CALL TO ORDER

The regular monthly meeting of the Regional Utility Service Systems Board of Directors was called to order on Mar. 19th, 2014 at 1:00 p.m. by Chairperson Daryl Wood.

RUSS MEMBERS PRESENT

Daryl Wood, Ernie Schiller, Jack Seward, Greg Moeller, Jim Cary, Bob Waugh, Chris Ball, Greg Kenning and Lee Dimmitt. RUSS staff: Exec. Dir.-Bruce Hudson, Finance Manager. Shelly Miller and Operator Kent Hummell

RUSS MEMBERS ABSENT

Mike Vander Molen-Mahaska Co.

OTHERS PRESENT

Trisha Phelps-Mt. Pleasant News

APPROVAL OF AGENDA

Motion made by Lee Dimmitt, seconded by Bob Waugh to approve the Mar. 19th, 2014 agenda as presented..

Motion carried. #M78-14

APPROVAL OF MINUTES: Feb. 12th, 2014 regular meeting:

Motion by Ernie Schiller, second by Lee Dimmitt to approve the minutes of the regular monthly board meeting held on Feb. 12th, 2014 regular meeting. It was asked by Jack Seward to do a more detailed summary of each discussion point. Motion carried. #M79-14

ENGINEERING UPDATES:

FRENCH-RENEKER: Project Update Report – nothing to report

GARDEN & ASSOCIATES: Project Update Report –nothing new to report

APPROVAL OF TREASURER'S REPORT Treasurer's Report, Bank Reconciliation, Delinquent Cust. Report & Bills received. **Motion by Lee Dimmitt, second by Ernie Schiller to table the approval of the Treasurer's Report as presented, due to report questions. Motion carried by all. #M80-14** **Motion by Lee Dimmitt, second by Ernie Schiller to pay bills. Motion carried by all. #M81-14** Checks cut/approved: Total=\$ 113,303.98 City Clerk of Ft. Madison \$140.00 Cross Iron Excavating Inc. \$699.21 Flomm, Inc. \$600.00 Foss, Kuiken & Cochran, P.C. \$4,371.27 Garden & Associates, Ltd. \$1,528.75 Great Plains Locating Service, Inc. \$107.10 Great Plains One Call Service \$10.45 Iowa One Call \$3.60 Keokuk County Auditor \$13,014.61 Menke, Keith \$1,520.00 Mt. Pleasant News \$104.50 Orenco Systems, Inc. \$96.00 Rathbun Regional Water Association \$31.03 Ron's Tire & Repair \$783.57 Rural Development \$9,366.31 Secretary of State/Notary Public Clerk \$30.00 Smith Jr., Walter \$56.00 TD&T Financial Group \$1,000.00 Teledyne Instruments, Inc. \$433.55 Tremmel Backhoe Service \$910.75 US Cellular \$203.34 Visa/Bancard \$435.02 Windstream \$331.35

Executive Director Update – FY13 audit is being finalized and hoping to get the FY14 audit on the agenda to get it started soon. Mooar/Powdertown PER was received yet several questions have been presented to the Lee County Sanitarian, Once RUSS receives those answers we will move forward and present it to Lee County. Kinross is looking into having RUSS install shut off valves in the community for those who are not paying their monthly bill. All critical easement have been received for the community of Ollie. RUSS will now start the process toward starting construction. The Argyle rehab project in moving closer to bids; my hopes are that we are closer after today's meeting. Thornburg received a violation from the DNR to fix the sewer issues, and would like RUSS to help in this process. Working on Sales Tax exempt forms to vendors and getting refunds for RUSS and communities.

Discuss/Consider Travel/M meal Reimbursement Policy and 2014 Meal Allowance Policy – Discussion was about concern with dates and amounts that were listed in the policy. The policy committee will be discussing the changes.

Motion was made by Ernie Schiller, second by Jack Seward Jr. to table the Travel/M meal Reimbursement Policy and 2014 Meal Allowance Policy until the policy committee can look over it. Motion carried by all. #M82-14

Discuss/Consider Capitalized and Depreciated Assets Policy- **Motion was made by Ernie Schiller, second by Lee Dimmitt to approve the Capitalized and Depreciated Assets Policy. Motion carried by all. #M83-14**

Discuss/Consider Iowa Motor Fuel Credits and Refund Permit Application- **Motion was made by Jim Cary, second by Chris Ball to approve and sign the Iowa Motor Fuel Credits and Refund Permit Application. Motion carried by all. #M84-14**

Discuss/Consider Resolution Authorizing Financial Institution and Maximum amount kept in depository- Discussion included the amount total and wanted to make sure the board could come back and would be allowed to make changes if needed. **Motion was made by Jim Cary, second by Ernie Schiller to approve Resolution Authorizing Financial Institution and Maximum amount kept in depository. Roll Call vote: Keokuk Co.-Y; Wash. Co.-Y; Des Moines Co.-Y; Van Buren Co.-Y; Jeff. Co.-Y; Lee Co.-Y, Louisa Co.-Y; Henry Co.-Y; & Wapello Co.-Abstain = 8 Ayes to 0 Nays and 1 abstain. Motion passed. #M85-14**

Discuss/Consider First National Bank Depository Agreement- **Motion was made by Lee Dimmitt, second by Jim Cary to approve the First National Bank Depository Agreement. Motion passed. #M86-14**

Discuss/Consider Resolution to set date for a public hearing and letting for Argyle Wastewater Treatment System- Discussion was to allow the Executive Director make the decision to set the date and time for the public hearing. Bond Counsel was called to help with the questions from the discussion. **Motion was made by Chris Ball, second by Lee Dimmitt to approve the Executive Director to set the date and time for the public hearing and letting for the Argyle Wastewater system. Roll Call vote: Keokuk Co.-Y; Wash. Co.-Y; Des Moines Co.-Y; Van Buren Co.-Y; Jeff. Co.-Y; Lee Co.-Y, Louisa Co.-Y; Henry Co.-Y; & Wapello Co.-N = 8 Ayes to 1 Nays. Motion passed. #M87-14**

Discuss/Consider Opening and Signing new account for Argyle Rehab at 1st National Bank- **Motion was made by Ernie Schiller, second by Lee Dimmitt to Opening and Signing new account for Argyle Rehab at 1st National Bank. Motion carried by all. #M88-14**

Discuss/Consider Legal Service Agreement for Argyle Rehab Project- **Motion was made by Ernie Schiller, second by Chris Ball to approve the Legal Service Agreement for the Argyle Rehab Project. 8 Ayes to 1 Nay. Motion carried. #M89-14**

Discuss/Consider Signing of Rights of Way for Argyle- **Motion was made by Lee Dimmitt, second by Bob Waugh to approve the signing of Rights of Way for Argyle. 8 Ayes to 1 Nay. Motion carried. #M90-14**

Discuss/Consider USDA RD Automated Clearing House/Electronic Funds Transfer form for Ollie Project - **Motion was made by Lee Dimmitt, second by Jim Cary to Approve the USDA RD Automated Clearing House/Electronic Funds Transfer form for Ollie Project. Motion carried by all. #M91-14**

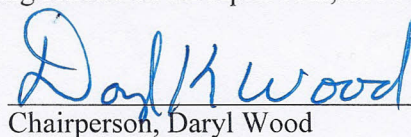
PUBLIC COMMENTS – Bob Waugh asked that it be considered to start a discussion on what is going to be done with counties wanting to leave. He was told that with litigation and under the advice of counsel it was not to be discussed.

ADJOURNMENT

Motion made by Bob Waugh, seconded by Jack Seward to adjourn the meeting. Motion carried by all. #M92-14
Meeting adjourned at 2:46 p.m.

Next RUSS board meeting scheduled for April 16th, 2014 @ Henry County Emergency Management Building, Mt. Pleasant, IA.

Minutes Approved:


Chairperson, Daryl Wood

4-16-14
Date