

**Regional Utility Service Systems**  
**Minutes**  
**REGULAR MONTHLY MEETING**  
**September 1<sup>st</sup>, 2010**

CALL TO ORDER: The members of the Regional Utility Service Systems met September 1<sup>st</sup>, 2010 for the Board's Regular Monthly Meeting at the RUSS office located at 901 N. 8<sup>th</sup> St. in Fairfield, IA. Chairperson Henry Van Weelden called the meeting to order at 1:00 P.M.

RUSS MEMBERS PRESENT: The following members were present: Henry Van Weelden, Marvin Philips, Kent White, Wes Rich, Ernest Schiller, Greg Kenning, Steve Burgmeier, Chris Ball, Ernie Greiner, and Jeff Heland. Also present was CEO-Director Kelly Lewiston, and Administrative Assistant Renota Chambers.

RUSS MEMBERS ABSENT: The following RUSS board members were absent: NONE

ENGINEERS PRESENT: Kent Rice – French Reneker, Mark Fincel – Garden & Assoc., Jim Warner – Warner Engineering.

OTHERS PRESENT: NONE

APPROVAL OF AGENDA: Moved by Ernie Schiller, second by Greg Kenning, ALL IN FAVOR: **APPROVAL OF THE AGENDA OF TODAY'S MEETING WITH THE ADDITION OF: CONSIDER OFFICE SPACE.**

MINUTES: Moved by Jeff Heland, second by Marvin Philips, ALL IN FAVOR: **APPROVAL OF THE MINUTES OF THE REGULAR MONTHLY MEETING HELD IN AUGUST, 2010.**

TREASURERS REPORT: Treasurer Steve Burgmeier stated that due to today's meeting falling on September 1<sup>st</sup> it did not allow adequate time for the bank statements to arrive to perform all parts of the Treasurers Report. The Treasurers Report will be available at a later date and approved at the meeting on October 6<sup>th</sup>.

BILLS RECEIVED:

- Operations & Maintenance Bills: Moved by Steve Burgmeier, second by Ernie Greiner, ALL IN FAVOR. **APPROVAL OF BILLS SUBMITTED FOR PAYMENT THROUGH THE RUSS OPERATIONS & MAINTENANCE CHECKING ACCOUNT: GENERAL ACCOUNT \$9,089.81, ARGYLE ACCOUNT \$420.91, HARPER ACCOUNT \$345.63, KESWICK ACCOUNT \$435.63, KINROSS ACCOUNT \$347.63, LINBY ACCOUNT \$230.46, MT. STERLING ACCOUNT \$377.63, WEBSTER ACCOUNT \$347.63, MARTINSBURG ACCOUNT \$347.63. TOTAL O&M BILLS: \$11,942.96.**

- Construction Account Bills: Moved by Marvin Philips, second by Ernie Schiller, ALL IN FAVOR. **APPROVAL OF BILLS SUBMITTED FOR PAYMENT THROUGH THE RUSS CONSTRUCTION ACCOUNTS: ARGYLE CONSTRUCTION ACCOUNT \$6,312.11, MT. UNION CONSTRUCTION ACCOUNT \$15,078.80, RICHMOND CONSTRUCTION ACCOUNT \$906.00, LEE COUNTY CONSTRUCTION ACCOUNT (CROTON, MOOAR, WEVER) \$1,188.50, PP&EPP CONSTRUCTION ACCOUNT \$1,850.00. TOTAL CONSTRUCTION BILLS APPROVED UPON FINAL APPROVAL OF THE SAME BY USDA RURAL DEVELOPMENT IS \$25,335.41.**

PAST DUE REPORT: The past due report reflected the following accounts as past due: Argyle (Lee County) \$4,711.20, Kinross \$391.40, Linby \$696.80, Martinsburg \$524.20, Mt. Sterling \$485.56, Webster \$827.03.

PUBLIC COMMENT: NONE

OFFICE SPACE COMMITTEE REPORT: Steve Burgmeier reported that the office space committee visited the DHS building in Washington County earlier today. He further stated that Kent White (office space committee member) has a site in Henry County that he would still like for the committee to visit. A decision was necessary today on the Fairfield Clinic Building in Fairfield. Moved by Ernie Schiller, second by Chris Ball, **ALL IN FAVOR: APPROVAL TO ACCEPT THE RECOMMENDATION OF THE OFFICE SPACE COMMITTEE FOR THE RUSS OFFICE TO CONTINUE TO BE LOCATED AT ITS CURRENT LOCATION WITHIN THE JEFFERSON COUNTY ENGINEERS OFFICE IN FAIRFIELD.**

ARGYLE PROJECT – FINAL ACCEPTANCE OF LAWSON CONSTRUCTION: Moved by Ernie Greiner, second by Ernie Schiller, ALL IN FAVOR: **APPROVAL OF FINAL ACCEPTANCE OF THE LAWSON CONSTRUCTION CONTRACT ON THE ARGYLE SEWER PROJECT.**

ARGYLE PROJECT – FINAL ACCEPTANCE OF RANDY'S PLUMBING: Moved by Ernie Schiller, second by Ernie Greiner, ALL IN FAVOR: **APPROVAL OF FINAL ACCEPTANCE OF THE RANDY'S PLUMBING CONTRACT ON THE ARGYLE SEWER PROJECT.**

SELMA PROJECT: Marvin Philips, board representative for the Selma project asked the project engineer Jim Warner when it would be possible to hold a public meeting for Selma. Warner stated that a public meeting could be held after Iowa DNR approves the design plans and after the archaeological work is completed.

RESOLUTION 11-189: Moved by Steve Burgmeier, second by Chris Ball, ALL IN FAVOR: **TO PROVIDE FOR A NOTICE OF HEARING ON PROPOSED PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST FOR THE PLEASANT PLAIN AND EAST PLEASANT PLAIN SANITARY SEWERAGE IMPROVEMENTS PROJECT AND TAKING OF BIDS THEREFORE.**

WAIVER REQUEST FROM CONNIE MCCREEDY DAVIDSON: Ms. Davidson is requesting that the RUSS board waive the hookup fees at a later date in exchange for her signature on the ROW Easement form. Moved by Ernie Schiller, second by Kent White, ALL IN FAVOR: **THE RUSS BOARD UNANIMOUSLY VOTED TO REJECT CONNIE MCCREEDY DAVIDSON'S REQUEST OF A WAIVER OF HOOKUP FEES AT A LATER DATE IN EXCHANGE FOR HER SIGNATURE ON THE ROW EASEMENT FORM.**

ORR PROJECT (Ollie, Richmond & Rubio): Moved by Wes Rich, second by Steve Burgmeier, ALL IN FAVOR: **APPROVAL OF SEPTIC TANK ABANDONMENT TO BE ADDED AS PART OF THE SEWER PROJECT FOR THE OLLIE, RICHMOND AND RUBIO (ORR) PROJECTS; UPON APPROVAL OF THE SAME FROM USDA RURAL DEVELOPMENT.**

FUNDING ANNOUNCEMENTS FROM USDA RURAL DEVELOPMENT: Moved by Steve Burgmeier, second by Ernie Greiner, ALL IN FAVOR: **APPROVAL OF THE RUSS CHAIR TO SEND A LETTER TO USDA RURAL DEVELOPMENT ASKING IF RUSS CAN BE INFORMED OF A PROJECT BEING FUNDED PRIOR TO ELECTED OFFICIALS AND NEWSPAPERS.**

ORR PROJECT - RESOLUTION 11-187: Moved by Ernie Greiner, second by Ernie Schiller, ROLL CALL WAS TAKEN WITH 10 VOTING YES, 0 VOTING NO, AND 0 ABSENT - ALL IN FAVOR: **APPROVAL OF LOAN RESOLUTION 11-187 AUTHORIZING AND PROVIDING FOR THE INCURRENCE OF INDEBTEDNESS FOR THE PURPOSE OF PROVIDING A PORTION OF THE COST OF ACQUIRING, CONSTRUCTING, ENLARGING, IMPROVING, AND/OR EXTENDING ITS SEWER FACILITY TO SERVE THE PROJECT AREAS OF OLLIE, RICHMOND, AND RUBIO FOR A LOAN AMOUNT OF \$1,356,000, AND THE ACCEPTANCE OF GRANT IN THE AMOUNT OF \$2,499,000.**

ON-SITE PROJECT - RESOLUTION 11-188: Moved by Marvin Philips, second by Steve Burgmeier, ROLL CALL WAS TAKEN WITH 10 VOTING YES, 0 VOTING NO, AND 0 ABSENT – ALL IN FAVOR: **APPROVAL OF RESOLUTION 11-188 ESTABLISHING RATES AND CHARGES FOR THE USE AND SERVICE OF THE SANITARY SEWER UTILITY OF REGIONAL UTILITY SERVICE SYSTEMS COMMISSION IN RUSS SERVICE AREA ON-SITE SYSTEMS PHASE 1 (ALL COUNTIES), IOWA.**

BIG HOLLOW PROJECT: Moved by Jeff Heland, second by Ernie Schiller, ALL IN FAVOR: **APPROVAL OF THE BIG HOLLOW RECREATION AREA (DES MOINES COUNTY) SEWER PROJECT.**

BIG HOLLOW JOINT AGREEMENT: Moved by Jeff Heland, second by Steve Burgmeier, ALL IN FAVOR: **APPROVAL TO SIGN THE JOINT AGREEMENT BETWEEN RUSS AND DES MOINES COUNTY FOR THE BIG HOLLOW RECREATION AREA SEWER PROJECT.**

BIG HOLLOW ENGINEERING SERVICES: Moved by Steve Burgmeier, second by Jeff Heland, ALL IN FAVOR: **APPROVAL TO ACCEPT THE RECOMMENDATION BY DES MOINES COUNTY CONSERVATION BOARD TO CONTINUE WORKING ON THE SEWER PROJECT FOR BIG HOLLOW RECREATION AREA WITH THE ENGINEERING FIRM OF FRENCH-RENEKER-ASSOCIATES.**

**MT. UNION BOND COUNSEL CONTRACT:** Moved by Ernie Greiner, second by Chris Ball, ALL IN FAVOR: **APPROVAL OF DORSEY & WHITNEY AS BOND COUNSEL LEGAL SERVICES ON THE MT. UNION SEWER PROJECT FOR A CONTRACT AMOUNT OF \$16,000 UPON APPROVAL OF THE SAME BY USDA RURAL DEVELOPMENT.**

**REQUEST BY DAN WEBER:** Moved by Ernie Greiner, second by Ernie Schiller, ALL IN FAVOR: **THE RUSS BOARD DECLINED THE REQUEST TO REMOVE THE MONTHLY SEWER BILL OF DAN WEBER FROM THE CITY OF MT. UNION. INSTEAD THE RUSS BOARD HAS AGREED TO LOWER TO THE MONTHLY SEWER BILL TO THE MINIMUM AMOUNT OF \$43.**

**LETTER OF ALLEGATIONS FROM MT. UNION MAYOR:** A letter sent by Mayor John Marek to RUSS' CEO Kelly Lewiston was reviewed. In his letter on behalf of the City he made statements of allegations against RUSS for default of contract and knowingly defrauding State & Federal Agencies. **RUSS IS REQUESTING LEGAL COUNSEL FROM PAUL ZINGG TO WHICH RUSS IS REQUESTING PROOF OF THE ALLEGATIONS THROUGH THE CITY OF MT. UNION'S ATTORNEY STEVE ORT WITH BELL, ORT & LIECHTY OUT OF NEW LONDON.**

**AUGUSTA ENGINEERING SERVICES:** A Request for Proposals on the Augusta (Des Moines County) sewer project was due today. RFP's were received by: French Reneker Associates, Garden & Associates, Warner Engineering, and Klinger Engineering. The board members filled out Criteria forms. A formal decision will be made at the October 6<sup>th</sup>, 2010 regular monthly meeting of the RUSS board.

**ADJOURNMENT:** Moved by Ernie Greiner, second by Chris Ball, ALL IN FAVOR:

**APPROVAL TO ADJOURN THE RUSS REGULAR MONTHLY MEETING AT 3:22 P.M. THE NEXT MEETING OF THE RUSS BOARD WILL BE ON WEDNESDAY OCTOBER 6<sup>TH</sup>, 2010.**

Minutes Approved:   
Chairperson, Henry W. Van Weelden

Date: October 6<sup>th</sup>, 2010