

REGIONAL UTILITY SERVICE SYSTEMS (RUSS)
BOARD OF DIRECTORS MEETING – 900 W. WASHINGTON ST., MT. PLEASANT
WEDNESDAY – SEPT. 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 September 12th, 2012 at 1:04 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 and Greg Kenning. RUSS staff: Exec. Dir.-Bruce Hudson and Kathy Dye-Finance Manager.

RUSS MEMBERS ABSENT – Chris Ball

OTHERS PRESENT

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

APPROVAL OF AGENDA

Motion made by Wes Rich, seconded by Ernie Schiller to approve the Sept. 12th, 2012 agenda as presented.

Motion carried. #M

APPROVAL OF MINUTES: August 8th, 2012 MEETING

Motion by Steve Burgmeier, second by Wes Rich to approve the minutes of the regular monthly RUSS board meeting held on Aug. 8th, 2012. Motion carried. #M39-13

ENGINEERING UPDATES:

- **FRENCH-RENEKER:** - no changes to report
- **GARDEN & ASSOCIATES:** Project Update Report – working through a things to finalize the project in Pleasant Plain/E. Pleasant Plain
- **Pleasant Plain & East Pleasant Plain-Div. III**
 - Change Order #1-Final (increase of \$3,965.25)- **Motion was made by Steve Burgmeier, second by Ernie Schiller to approve the Change Order #1-Final (increase of \$3,965.25) . Motion carried #M40-13**
 - Consider Pay App. #2-Div. III: \$56,095.84 – **Motion by Steve Burgmeier, second by Willie Van Weelden to approve pending USDA RD approval. Motion carried #M41-13**
 - Statement of Substantial Completion – **Motion by Steve Burgmeier, second by Wes Rich to approve the Statement of Substantial Completion as presented. Motion carried #M42-13**
 - Final Acceptance – **Motion by Steve Burgmeier, second by Ernie Schiller to approve the Final Acceptance as presented. Motion carried #M43-13**
- **Pleasant Plain & East Pleasant Plain-Div. IV**
 - Change Order #1-Final (decrease of \$4,025.00)- **Motion was made by Steve Burgmeier, second by Tom Broeker to approve the Change Order #1-Final (decrease of \$4,025.00) . Motion carried #M44-13**
 - Consider Pay App. #1-Div. IV: \$32,228.75 – **Motion by Willie Van Weelden, second by Tom Broeker to approve pending USDA RD approval. Motion carried #M45-13**
 - Statement of Substantial Completion – **Motion by Willie Van Weelden, second by Wes Rich to approve the Statement of Substantial Completion as presented. Motion carried #M46-13**
- Richmond/Ollie/Rubio**-a letter has been sent to the property owner where the Richmond wastewater treatment facility will be to gain access. No update on Ollie lagoon.
- Abingdon/Greenbrier/Lakewood/Libertyville Rd. & Pekin-Jeff. Co**-Discuss/Consider payment for outstanding invoice - Steve Burgmeier reported that payment was approved and will be made on the outstanding invoice to Garden & Associates.
- **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 Kent White to approve the treasurer's report. Total bills: \$127,319.08. Motion carried. #M47-13**
- *Executive Director update* - Bruce Hudson reported that PPL/EPPL project is almost completed/all customers are hooked up to the new sewer; he has been meeting with individuals in Lakewood Estates-helping guide them with putting in individual septic systems; attended a meeting in Washington County. RUSS also received a "Thank You" note from a Pleasant Plain customer for helping get their community a proper sewer system.
- *Discuss/Approve "Vehicle Policy"* - **Motion was made by Ernie Schiller, seconded by Wes Rich to approve the new "Vehicle Policy" as presented. Motion carried. #M48-13**
- *Discuss/Consider letter received from Argyle Customer* - after discussion by board members, they chose to not make any exceptions as to a price break. RUSS needs to follow all policies set forth to assure consistency amongst all 10 counties and customers.
- *Discuss/consider Justin Craun (EPPL construction Issues & Property Damage)* – this issue was resolved – no action needed.
- *Discuss/Consider arbitration proceedings with Wapello County*-no update reported
- *Discuss/Consider 2013 onsite maintenance rate for Lakewood Estates in Jefferson County* – **Motion was made by Ernie Schiller, seconded by Tom Broeker to approve the rate of \$20.59/per user for the Lakewood Estate customers-for RUSS to provide maintenance on individual systems. Motion carried. #M49-13**
- *Discuss/Consider payment of Jefferson County PER invoice from Garden & Associates*-payment approved and will be paid by Jefferson County.
- *Discuss/Consider litigation proceedings with Mt. Union (possible close session)*–Bruce Hudson reported that a letter was sent the City of Mt. Union giving 30 days to respond.
- *Discuss Mt. Sterling – discontinuance update* – no changes
- *Discuss Des Moines County project-Augusta* – no changes
- *Discuss Richmond/Rubio/Ollie* – Washington County is working on approving a new 28E agreement

PUBLIC COMMENTS - Fred Hickenbottom from Lakewood Estates wanted to publicly "thank" Bruce Hudson for all his hard work and time spent in Lakewood to help individuals with putting in septic systems.

ADJOURNMENT

Motion made by Willie Van Weelden, seconded by Larry Kruse to adjourn the meeting. Motion carried. #M50-13
Meeting adjourned at 2:20 p.m.

Next RUSS board meeting scheduled for October 10th, 2012 @ 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

10-10-12
Date