

Minutes
Eastern Iowa Regional Utility Services System Commission

DATE: Wednesday, January 10, 2007

TIME: 9:00 a.m.

PLACE: Telephone Conference Call

MEMBERS PRESENT: Dennis Boedeker Cedar County Representative
 Jon Bell Cedar County Alternate
 Jill Davisson Clinton County Representative
 Robert Summers Clinton County Alternate
 Steve Koeneke Delaware County Representative
 Shirley Helmrichs Delaware County Alternate
 Bill Skinner Delaware County Alternate
 Frank Frieberg Jackson County Representative
 Larry Koos Jackson County Alternate
 Joe Cruise Jones County Representative
 Keith Dirks Jones County Alternate

OTHERS PRESENT: Roger Stoakes, USDA Rural Development
 Brenda Leonard, Jones County Board of Health Administrator
 Lisa Treharne, ECICOG

STAFF PRESENT: Nagle, Nesteby, Schneider

Call To Order

The meeting was called to order by Chairperson Boedeker at 9:00 a.m.

Action on the January 10, 2007 Agenda

Schneider noted that the year should be 2007, not 2006 as listed on the agenda.

Motion by Koeneke, second by Frieberg to approve the January 10, 2007 agenda of the Eastern Iowa Regional Utility Services System with the noted date correction. The motion passed unanimously.

Review/Approve Minutes of the December 20, 2006 Meeting

Motion by Cruise, second by Koeneke to approve the minutes of the December 20, 2006 EIRUSS meeting. The motion passed unanimously.

Discussion/Action on Howard R. Green Company Letter – Selection of Engineering Firm for Fairview

Schneider referred the board members to the enclosed letter from Andrew Marsh of Howard R. Green Company in which they decline to provide a revised scope and fee for engineering services for further work on the Fairview project. Schneider asked for direction on how to proceed with another engineering firm from the board members. Schneider noted that EIRUSS interviewed three firms for this project, Howard R. Green, MSA Professional Services, and IIW Engineers and felt that the board should select one of the firms interviewed rather than going

outside of those interviewed. Discussion followed concerning the engineering firms that were interviewed for this project. Frieberg felt that IIW Engineers had done an excellent job with the Leisure Lake project, looked at alternate solutions, and worked in a cost effective and efficient manner. Leonard commented that MSA is working on the care facility project in Jones County and has not appeared to be following through with their work on the project recently.

Motion by Frieberg, second by Koencke to approve IIW Engineering and Surveyors as engineering consultant for Fairview wastewater project. The motion passed unanimously.

Schneider said he would contact IIW Engineering and Surveyors and provide copies of previous studies to them to get a proposal and timeline for Fairview. Schneider said the preliminary agreement with Howard R. Green for the PER was for \$3,500 with an additional \$4,000 to be paid once the project went into the design phase for a total of \$7,500. Discussion followed by board members concerning further payment to them. It was noted that the Howard R. Green firm is breaking the contract with their opting not to submit a revised proposal.

Motion by Frieberg, second by Koencke to approve total payment in the amount of \$3,500 to Howard R. Green for engineering work completed on Fairview wastewater project. The motion passed unanimously.

Other Business

Center Junction

Schneider said the attorney for Center Junction has prepared the purchase and easement agreements for all properties and will be mailing them to the property owners this week. Stoakes said he needs to meet with Jim Carroll to approve the final specifications. Also, staff needs to obtain a proceeding from the bond counsel to take bids.

Andover

Schneider said a meeting with the engineer was held to look at the preliminary drawing for the Andover water project. Schneider received a list of land acquisitions and easements necessary for the project. The land acquisition will involve one person with the city and many of the easements involve the mayor, city clerk and council people. Schneider said staff will begin the acquisition and easement process.

Miscellaneous

Boedeker requested that the Election of Officers for the EIRUSS Board be an agenda item at the next meeting. Schneider said it would be on the agenda.

Adjournment

Motion by Koencke, second by Frieberg to adjourn the meeting. The motion passed unanimously. The meeting adjourned at 9:20 a.m.

Respectfully submitted,

Mark Schneider
Community Development Director