

Minutes
Eastern Iowa Regional Utility Services System Commission

DATE: Wednesday, January 9, 2008

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 Koeneker 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: Greg Thompson, USDA Rural Development
 Warren Johnson, Limestone Bluffs RC&D

STAFF PRESENT: Nagle, Nesteby, Schneider

Call To Order

The meeting was called to order by Chairperson Koeneker at 9:05 a.m.

Action on the January 9, 2008 Agenda

Motion by Davisson, second by Boedeker to approve the January 9, 2008 Eastern Iowa Regional Utility Service Systems agenda. The motion passed unanimously.

Review/Approve Minutes of the November 27, 2007 Meeting

Motion by Davisson, second by Frieberg to approve the minutes of the November 27, 2007, EIRUSS meeting. The motion passed unanimously.

Center Junction Project

A. Review/Action on Pay Requests #4 – Smith Seeding

Schneider said Smith Seeding has submitted the fourth pay request in the amount of \$17,557.14 for the work completed so far on the Center Junction project. They are 93% completed with the work. The only items left are the fencing and possibly a little seeding. The lagoon has been prefilled, tested and is ready to go. The completion date was November 6, 2007, but the weather caused some delays. The completion date will be extended through a change order.

Motion by Boedeker, second by Frieberg to approve Pay Request #4 Smith Seeding for the Center Junction wastewater project. The motion passed unanimously.

B. Review/Action on Pay Requests #4 – Anstoetter Construction

Schneider said Anstoetter Construction has also submitted the fourth pay request in the amount of \$60,483.99 for the work completed so far on the Center Junction project. They are 94% completed with the work on the collection system. They have vacuum tested the manholes and will power up the lift station. The completion date was December 5, 2007, but will be extended through a change order.

Motion by Davisson, second by Boedeker to approve Pay Request #4 Anstoetter Construction for the Center Junction wastewater project. The motion passed unanimously.

C. Project Status Update

Schneider said a Notice to Proceed will be issued for the third contract with Anstoetter for the lateral service connections to the individual property owners. The work will start next week and should be completed by March 1st.

The property owner to the west has been notified that USDA will provide \$5,000 in order for him to be connected to the system. The balance of the installation and the monthly user fees will be the homeowner's responsibility. Schneider noted that the homeowner indicated he prefers to be responsible for his own sewer system and not connect to the Center Junction system.

Schneider said that Smith Seeding is slightly under budget and Anstoetter is slightly over budget, but the project is on track and should be up and running in about six weeks.

Andover Project

A. Action on 28E Agreement between Andover and EIRUSS

Schneider referred board members to the 28E Agreement between Andover and EIRUSS. This item was tabled from the last meeting in order for staff to review the agreement with Dorsey and Whitney. Several revisions include: The City of Andover will be an owner of the water system along with EIRUSS; delinquent bills will be included on the homeowners' tax bill; and the City is providing easements to property. ECIA staff recommend that the EIRUSS board members approve and have the Chairperson sign the 28E Agreement and send it to the City of Andover for approval at their February Council meeting.

Motion by Davisson, second by Frieberg to approve and have the EIRUSS Chairperson sign the 28E Agreement between Andover and EIRUSS for the water project. The motion passed unanimously.

B. Project status update

Schneider said the plans and specifications will be sent to the Department of Natural Resources (DNR) and USDA for final approval. Nagle said if the plans and specifications are approved by February 1, it will be sent out for bid during February, open bids and award the contract at the end of February, and construction would be able to start by March 31.

Fairview project

A. Review/Action on Review Appraiser for land acquisition

Nagle referred to two review appraisal proposals for the Fairview project. Lubben Appraisals submitted a bid of \$350 and Felderman's bid is \$1,500. ECIA staff recommend the EIRUSS board approve the Lubben proposal of \$350 for the review appraisal.

Motion by Cruise, second by Frieberg to approve the Lubben Appraisals proposal in the amount of \$350 for the review appraisal for the Fairview wastewater project. The motion passed unanimously.

B. Review/Action on Resolution to approve State Revolving Fund (SRF) Planning and Design loan

Schneider said an EIRUSS application for \$111,000.00 to the Iowa Finance Authority for the State Revolving Fund (SRF) Planning and Design loan for three years at 0% interest rate had been submitted and approved. Since the USDA funding is not yet in place, ECIA staff recommend approval of a resolution from Dorsey and Whitney relating to the issuance of a Sewer Revenue Bond Anticipation Project Note (IFA Interim Loan and Disbursement Agreement). The five County Boards of Supervisors will also need to approve Resolutions for EIRUSS to incur debt. As soon as the federal funding is in place, the Planning and Design loan will be repaid with the USDA funding. Thompson also suggested the EIRUSS board should move forward with the SRF loan until funding is in place.

Motion by Davisson, second by Frieberg to approve the Resolution for State Revolving Fund Planning and Design loan for the Fairview wastewater project. The Chairperson put the question upon the adoption of said resolution, and the roll being called, the following Members voted:

Ayes: Boedeker, Cruise, Davisson, Frieberg, Koeneke

Nays: None

The Chairperson declared the resolution duly adopted as hereinafter set out.

C. Project status update

Schneider said the base map and drawings have been sent to the grinder pump vendors who will verify the calculations and confirm the design specifications. A comprehensive topo survey and soil borings have been scheduled, along with a site survey. The intent is to send the information to the USDA and DNR for review by the end of January. An appraisal is in progress and will be sent for a review appraisal when completed. Staff would then be able to start negotiations with property owners. A bid opening could be scheduled for a March EIRUSS meeting.

Other Business

A. Brief project updates

Schneider said a WIRB application for the second round of funding will be submitted in February for the Petersburg project. A CDBG application was submitted in November and CDBG awards will be announced in March.

Schneider said a base map and drawings for the pumps have been sent to the vendors for Leisure Lake. An appraisal will need to be set up with the property owner of the identified site. A DNR site survey will be required along with soil borings.

B. Other

None.

Adjournment

Motion by Davisson, second by Frieberg to adjourn the meeting. The motion passed unanimously. The meeting adjourned at 9:30 a.m.

Respectfully submitted,

Mark Schneider
Community Development Director