

Minutes
Eastern Iowa Regional Utility Services System Commission

DATE: Wednesday, November 27, 2007

TIME: 8:30 a.m.

PLACE: Telephone Conference Call

MEMBERS PRESENT:

<input type="checkbox"/>	Dennis Boedeker	Cedar County Representative
<input type="checkbox"/>	Jon Bell	Cedar County Alternate
<input checked="" type="checkbox"/>	Jill Davisson	Clinton County Representative
<input type="checkbox"/>	Robert Summers	Clinton County Alternate
<input type="checkbox"/>	Steve Koencke	Delaware County Representative
<input type="checkbox"/>	Shirley Helmrichs	Delaware County Alternate
<input type="checkbox"/>	Bill Skinner	Delaware County Alternate
<input checked="" type="checkbox"/>	Frank Frieberg	Jackson County Representative
<input type="checkbox"/>	Larry Koos	Jackson County Alternate
<input checked="" type="checkbox"/>	Joe Cruise	Jones County Representative
<input type="checkbox"/>	Keith Dirks	Jones County Alternate

OTHERS PRESENT: Greg Thompson, USDA Rural Development
Warren Johnson, Limestone Bluffs RC&D
Charles Cate, IIW Engineers & Surveyors
Jim Bousley, IIW Engineers & Surveyors

STAFF PRESENT: Nagle, Nesteby, Schneider

Call To Order

The meeting was called to order by Vice Chairperson Davisson at 8:30 a.m.

Action on the November 27, 2007 Agenda

Schneider said agenda item #6B Review/Action on 28E Agreement between Andover and EIRUSS is should be deleted. This is a duplicate agenda item from #5B.

Review/Approve Minutes of the October 24, 2007 Meeting

Motion by Cruise, second by Frieberg to approve the minutes of the October 24, 2007, EIRUSS meeting. The motion passed unanimously.

Center Junction Project

A. Review/Action on Pay Requests #3 – Smith Seeding

Schneider said Smith Seeding has submitted the third pay request in the amount of \$66,549.02 for the work completed so far on the Center Junction project. They are 83% completed with the work.

Motion by Cruise, second by Frieberg to approve Pay Request #3 Smith Seeding for the Center Junction wastewater project. The motion passed unanimously.

B. Review/Action on Pay Requests #3 – Anstoetter Construction

Schneider said Anstoetter Construction has also submitted the third pay request in the amount of \$120,975.26 for the work completed so far on the Center Junction project. They are 71% completed with the work.

Motion by Cruise, second by Frieberg to approve Pay Request #3 Anstoetter Construction for the Center Junction wastewater project. The motion passed unanimously.

C. Project Status Update

Schneider said the gravity work on the collection system is almost complete. The pumps are being put in and they are working on the lift station connections. The lagoon is almost complete; mostly cleanup left to do. Thompson said they will start prefill on the lagoon next week. The work should be completed within 30 days.

Schneider said a decision has not yet been made about a hookup to the homeowner on the west side of town. The homeowner can pay the balance to connect to the system; or a separate septic system and drain field could be installed on his property. EIRUSS would own and operate this separate system with the homeowner paying a monthly user fee. Another homeowner within the city limits does not wish to be hooked up to the system; however, a city ordinance does make the hookup mandatory. A Notice to Proceed on the lateral service connections is expected to be issued next month.

Andover Project

A. Review/Action on USDA Rural Development financing letter

Schneider summarized the USDA financing letter to the board members. At the last meeting, IIW Engineers proposed to bid the project in five or six construction contracts. This would cost approximately \$10,000 more in administration costs. EIRUSS board members approved this additional cost. If the project is bid out over three-four months, USDA will not provide additional grant dollars for any cost overruns on the project. Bousley recommended that the project still be bid in five or six contracts, but bid them all in 30-60 days, so that the USDA grant funds would still be available for the project. Schneider concurred with Bousley's recommendation to bid the total project in 30-60 days and recommended to the board members to reject the USDA's letter. Discussion followed by board members about ordering, storing, and paying for materials stored on site.

Motion by Frieberg, second by Cruise to reject the USDA Rural Development financing letter for the Andover water project. The motion passed unanimously.

B. Review/Action on 28E Agreement between Andover and EIRUSS

Schneider received the 28E Agreement from bond counsel the day prior to this phone conference. Several questions and clarifications needed to be answered on the agreement. He recommends that the EIRUSS board members table the agreement until the next meeting.

Motion by Frieberg, second by Cruise to table the 28E Agreement between Andover and EIRUSS. The motion passed unanimously.

C. Project status update

Schneider referred to Bousley for an update on the Andover project. Bousley has submitted the specifications to the Department of Natural Resources (DNR), but not to USDA yet. He will submit the specifications to USDA along with the plans by the end of December. Bousley proposes a mid to late January bid proposal with bid opening in February.

Fairview project

A. Review/Action on Appraiser for land acquisition

Schneider said Nagle mailed out numerous proposals to appraisers for land acquisition for the Fairview project. Nagle said he received two proposals: Cook Appraisal Group in Iowa City for \$1,800; and Kane Howe Appraisals in Dubuque for \$1,500. He said these prices are typical for a land appraisal. A Request for Proposals will need to be followed up on for the review appraisal. The property owner has been notified and a public hearing has been set. After the public hearing, the appraisal can be completed.

Motion by Cruise, second by Frieberg to approve Kane Howe Appraisals proposal for the land appraisal for the Fairview wastewater project. The motion passed unanimously.

B. Review/Action on 28E Agreement between Andover and EIRUSS

This item was deleted from the agenda.

C. Project status update

Schneider said a public hearing has been set for December 4 in Jones County for the Fairview project. Staff are working with the property manager who has been very cooperative on the property for the lagoon site. Cate said the work on the layout is progressing; a site survey needs to be completed. Nagle said the property manager has granted access to the site prior to the acquisition providing there are no disruptions. Soil borings will be completed once the ground is frozen. Nagle said the property manager suggested an alternate site across the road. Cate said the alternate site involves more distance and cost for the discharge line. Cruise said acquisition should continue on the first site; staff concurred. Nagle will inform the property manager about the decision to purchase the first site for the lagoon.

Other Business

A. Brief project updates

Schneider said a CDBG application has been submitted for Petersburg through Delaware County. A second opportunity to submit applications for WIRB funding is available for eligible projects. Johnson said EIRUSS should submit the application through the Delaware County Soil and Water Conservation Board since they are eligible applicants for this funding and he has

talked with the Delaware County Board and they appear agreeable to that. Schneider said applications have also been submitted to the USDA for Elvira and Lake Delhi. Cate said the property to acquire in Leisure Lake has been identified and the DNR will need to look over the site. A target bid opening for Leisure Lake would be late winter/early spring.

B. Other

None.

Adjournment

At this time, Davisson left the meeting. The meeting adjourned at 9:10 a.m. due to lack of a quorum.

Respectfully submitted,

Mark Schneider
Community Development Director