

Minutes
Eastern Iowa Regional Utility Services System Commission

DATE: Wednesday, September 24, 2008

TIME: 9:00 a.m.

PLACE: ECIA Offices-Telephone Conference

MEMBERS PRESENT:

| | | |
|-------------------------------------|-------------------|--------------------------------|
| <input checked="" 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 checked="" type="checkbox"/> | Steve Koeneker | 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: Warren Johnson, Limestone Bluffs RC&D

STAFF PRESENT: Nesteby, Schneider

Call To Order

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

Action on September 24, 2008 Agenda

Motion by Boedeker, second by Davisson to approve the September 24, 2008 Eastern Iowa Regional Utility Service Systems agenda. The motion passed unanimously.

Review/Approve Minutes of the August 27, 2008 Meeting

Motion by Boedeker, second by Frieberg to approve the minutes of the August 27, 2008 meeting. The motion passed unanimously.

Review/Action on Financial Status Report

Schneider referred board members to the EIRUSS financial status reports included in the agenda packet. The balance sheet as of September 15, 2008, shows total liabilities and equity of \$616,215.96. The Profit and Loss spreadsheet shows costs by individual project. Schneider explained the Transaction List by Vendor in relation to each project to the board members.

Motion by Davisson, second by Boedeker to approve the financial status reports. The motion passed unanimously.

Center Junction Project

A. Review/Action on Change Order #1 – Smith Seeding

Schneider said there was a decrease of \$9,018.00 in the final invoice from Smith Seeding for the Center Junction project; the quantity of materials needed was less than originally estimated.

Motion by Davisson, second by Frieberg to approve Change Order #1 for Smith Seeding for the Center Junction project. The motion passed unanimously.

B. Review/Action on Pay Request #5 (Final) – Smith Seeding

Schneider said the final pay request from Smith Seeding for the Center Junction project is \$9,679.10. Davisson questioned if anyone checked the project site to make sure everything is finished and in good order. Schneider said Pope of Garden & Associates checked with the operator, Jim Murphy, who is a licensed engineer; Murphy said the Center Junction sewer system is a good finished project.

Motion by Davisson, second by Boedeker to approve Pay Request #5 (Final) to Smith Seeding for the Center Junction project. The motion passed unanimously.

C. Review/Action on Acceptance of Work and related documents – Smith Seeding

Schneider said USDA requires the board members as owners to approve and accept the work completed and related documents for the Center Junction project. Included in the approval of these forms is also a release of claims and a sales tax document.

Motion by Davisson, second by Boedeker to approve and authorize the EIRUSS Chairperson to sign the Acceptance of Work and related documents for Smith Seeding for the Center Junction project. The motion passed unanimously.

D. Review/Action on Change Order #1 – Anstoetter Construction Div. #2

Schneider said there is an increase of \$10,493.10 in the final invoice from Anstoetter Construction for Division #2. Additional gravel and concrete were needed to stabilize streets involving the collection system for the Center Junction project. Discussion followed by board members and staff concerning the quantities, unit and unit price listed on the attachment to the Change Order #1. Schneider said staff will check with Pope to confirm the exact additional quantities needed for the project prior to final payment to Anstoetter Construction.

Motion by Davisson, second by Boedeker to approve Change Order #1 for Anstoetter Construction, Division #2, subject to verification, for the Center Junction Project. The motion passed unanimously.

At this time, Joe Cruise joined the EIRUSS phone conference call.

E. Review/Action on Pay Request #7 (Final) – Anstoetter Construction – Div 2

Schneider said the final pay request from Anstoetter Construction – Div 2 – for the Center Junction project is \$30,107.98. The payment will be subject to verification of additional quantities of materials used in the installation of the collection system.

Motion by Davisson, second by Frieberg to approve Pay Request #7 (Final) to Anstoetter Construction, Division #2, subject to verification, for the Center Junction Project. The motion passed unanimously.

F. Review/Action on Acceptance of Work and related documents – Anstoetter Construction Div. 2

Schneider said these Acceptance of Work and related documents for Anstoetter Construction Div. 2 are the same type of documents as for the previous Smith Seeding documents; again subject to verification of additional quantities of materials.

Motion by Boedeker, second by Frieberg to approve and authorized the EIRUSS Chairperson to sign the Acceptance of Work and related documents for Anstoetter Construction, Division 2, subject to verification, for the Center Junction project. The motion passed unanimously.

G. Review/Action on Change Order #2 – Anstoetter Construction Div. #3

Schneider said there was a decrease of \$2,611.50 in the final invoice from Anstoetter Construction Div. #3 for the Center Junction project; the quantity of materials needed was less than originally estimated.

Motion by Davisson, second by Frieberg to approve Change Order #2 for Anstoetter Construction, Division #3, for the Center Junction project. The motion passed unanimously.

H. Review/Action on Pay Request #3 (Final) – Anstoetter Construction – Div 3

Schneider said the final pay request from Anstoetter Construction – Div 3 – for the Center Junction project is \$3,080.40, which is less than anticipated.

Motion by Davisson, second by Boedeker to approve Pay Request #3 (Final) to Anstoetter Construction, Division #3, for the Center Junction project. The motion passed unanimously.

I. Review/Action on Acceptance of Work and related documents – Anstoetter Construction Div. 3

Schneider again said approval of the documents is required by USDA; the same type of documents previously approved for Smith Seeding, and Anstoetter Construction, Div #2, for the final work on the Center Junction project.

Motion by Davisson, second by Frieberg to approve and authorized the EIRUSS Chairperson to sign the Acceptance of Work and related documents for Anstoetter Construction, Division #3, for the Center Junction project. The motion passed unanimously.

At this time, Warren Johnson joined the EIRUSS phone conference call.

J. Project status update

Schneider said the Center Junction sewer system is running fine. Staff will meet with USDA to confirm the final dollar figures for the project. If any funds are remaining, items listed at a previous meeting may be purchased. He noted that the city is sending bills to the owners of the vacant units, as approved by the EIRUSS board members at a previous meeting.

Andover Project

A. Review/Action on Contract C Pay Request #2 – Engineering America

Schneider said the work has been completed on the reservoir for the Andover water project. The pay request from Engineering America is for \$55,145.12. The next part of the project will be the pump/treatment building and filling the reservoir.

Motion by Boedeker, second by Davisson to approve Contract C Pay Request #2 to Engineering America for the Andover project. The motion passed unanimously.

B. Project status update

Schneider said F.L. Krapfl Construction will be on the site next week to start work on the treatment building; it should be completed within about three weeks. Modern Plumbing and Pump will be on site in the next two weeks to finalize their work. The system should be up and running by the end of October. He noted that the Alliant service line on the north side of the building will not be permitted; the Fire Department has refused an easement access on their property. It will cost approximately \$7,000-\$10,000 more to place the service line on the south side of the building. Davisson said she will check with the Fire Department for the exact details of their easement refusal.

Other Business

Johnson inquired about the Leisure Lake project; Schneider replied Nagle has met with the County Supervisors – they are receptive to the land acquisition for the lagoon. A meeting will be set up with the land owners and staff to discuss the procedures involved with the purchase.

Adjournment

Motion by Frieberg, second by Boedeker to adjourn the meeting. The motion passed unanimously. The meeting adjourned at 9:25 a.m.

Respectfully submitted,

Mark Schneider
Director of Community Development and Public Works