

Minutes
Eastern Iowa Regional Utility Services System Commission

DATE: Wednesday, February 27 2008
TIME: 5:00 p.m.
PLACE: ECIA Offices-Lower Level Conference Room

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: Phil LaRue, Cedar County Environmental Health and Zoning
Warren Johnson, Limestone Bluffs RC&D
Greg Thompson, USDA Rural Development
Jim Bousley, IIW Engineers & Surveyors

STAFF PRESENT: Nagle, Nesteby, Schneider

Call To Order

The meeting was called to order by Chairperson Koeneker at 5:05 p.m.

Action on the February 27, 2008 Agenda

Boedeker requested that Rochester in Cedar County and its need for a sanitary sewer be discussed during the meeting. Schneider said it could be discussed under Other Business.

Motion by Boedeker, second by Frieberg to approve the February 27, 2008 Eastern Iowa Regional Utility Service Systems agenda. The motion passed unanimously.

Review/Approve Minutes of the January 9 and 23, 2008, February 13, 2008 Meetings

Motion by Frieberg, second by Boedeker to approve the minutes of the January 9, January 23, and February 13, 2008 EIRUSS meetings. The motion passed unanimously.

Review/Action on Financial Status Report

Schneider said the balance sheet from July 1, 2007 to January 31, 2008 shows total liabilities and equity of \$284,572.82. The Profit and Loss spreadsheet shows costs by project with Center Junction at the highest. Schneider explained the Transaction List by Vendor in relation to each project to the board members.

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

Andover Project

A. Public hearing on plans and specifications, form of contract, and estimate of cost

Motion by Boedeker, second by Frieberg to open the public hearing on plans and specifications, form of contract and estimate of cost for the Andover water project. The motion passed unanimously.

The public hearing opened at 5:10 p.m. Schneider said Bousley from IIW Engineers and Surveyors was present at the meeting to discuss Andover costs. Bousley explained that the Andover project has been separated into five parts which include the well, the water distribution system, the reservoir, the waterworks pumping facility and the well pump. He distributed bid tabulation spreadsheets to the board members and explained the bids for each part of the water system.

Upon investigation, it was found that no persons had appeared and/or filed objections to the proposed plans, specifications, forms of contract and estimate of cost of such Andover Water System 2007 Project.

Motion by Boedeker, second by Frieberg to close the public hearing on plans and specifications, form of contract and estimate of cost for the Andover water project. The motion passed unanimously.

The public hearing closed at 5:20 p.m.

B. Review/Action on Resolution finally approving and confirming plans, specifications and form of contract

Board Member Boedeker introduced the following resolution and moved its adoption, seconded by Board Member Frieberg; and after due consideration thereof by the Board, the Chairperson put the question upon the motion and the roll being called, the following named Board Members voted:

Ayes: Boedeker, Cruise, Frieberg, Koeneke

Nays: None

Whereupon, the Chairperson declared the said motion duly carried and the resolution adopted as hereinafter set out.

C. Review construction bids received

D. Review/Action on Resolution awarding the contracts and fixing the amounts of the performance and/or payment bonds

E. Review/Action on Resolution approving contracts and performance and/or payment bonds

Schneider said Bousley explained the construction bids during the public hearing. The original USDA application was for \$140,000 with rates for homeowners to be set at approximately \$29.13/month. Due to the higher construction bids, the rates would now be higher. There is a shortfall of approximately \$127,000 for the project. Thompson said that USDA will review the original application with the construction bids and come back to the EIRUSS board with a response on a loan/grant combination package. Discussion followed by board members concerning the shortfall and waiting for a response from USDA based on the construction bids.

Motion by Frieberg, second by Cruise to table both the Resolution awarding the contracts and fixing the amounts of the performance and/or payment bonds, and the Resolution approving contracts and performance and/or payment bonds for the Andover water project until the next meeting. The motion passed unanimously.

Bousley said he would send a recommendation of bid awards for the Andover project to Thompson. At this time, Bousley left the meeting.

F. Review/Action on Water System Use Resolution

G. Review/Action on Water System Rate Resolution

Nagle explained both the Use Resolution and the Rate Resolution to the board members. USDA requires the adoption of these two resolutions. The City of Andover will also need to adopt two ordinances to set the rates and rules of the system. Schneider said these resolutions are the same that were adopted for the Center Junction project.

Motion by Boedeker, second by Frieberg to approve the Water System Use Resolution for the Andover water project. The motion passed unanimously.

Motion by Boedeker, second by Frieberg to approve the Water System Rate Resolution for the Andover water project. The motion passed unanimously.

H. Project status update

Nagle said Andover residents are enthused about the water system. Discussion followed by board members concerning reasonable water rates for the homeowners.

Center Junction Project

A. Project status update

Nagle explained the collection system and treatment plant are completed for Center Junction. A notice was issued on February 1 to start the homeowner connections to the system, subject to the weather.

Interviews are scheduled for next week to hire an operator for the system. The results will be presented to the board members at the next meeting. Cruise agreed to sit in on the interviews.

Fairview Project

A. Move into closed session to discuss Fairview land acquisition per Iowa Code Section 21.5(1)(j)

Motion by Cruise, second by Boedeker to move to close meeting per Iowa Code Section 1.5(1)(j) to discuss land acquisition for Fairview project at 5:45 p.m.. Roll call vote: Boedeker-yes, Cruise-yes, Frieberg-yes, Koenke-yes.

B. Return to open session

The Chair called the meeting back into open session at 6:00 p.m.

C. Discussion/Action on Fairview land acquisition

Motion by Cruise, second by Boedeker to proceed with land acquisition for the Fairview project per discussion in closed session. The motion passed unanimously.

Nagle said he will work with the Jones County Supervisors to notify the homeowner and after a ten day waiting period will start negotiations.

D. Project status update

Schneider said there are four businesses that currently are not included in the sewer system for Fairview. Thompson recommended that these four businesses be sent out for bid as an alternate on the construction costs of the project. He will go back to the USDA office and check out loan and grant combinations for Fairview. Schneider said he talked to Cate at IIW Engineers about the possibility of a partial gravity system instead of using grinder pumps for the entire system. Grinder pumps cost more and require more maintenance. Schneider said there is a consent order from the Department of Natural Resources to start this project by April 1st. The project will go out to bid shortly.

Other Business

A. Review/Action on EIRUSS Property/Liability Insurance proposal

Schneider referred board members to the insurance proposal that was enclosed in the agenda packet. EIRUSS as a 28E organization qualifies for insurance through Iowa Communities Assurance Pool (ICAP). Schneider explained the insurance coverage to the board members. The annual premium is \$2,884. ECIA staff recommend approval of the insurance policy to the board members.

Motion by Boedeker, second by Frieberg to approve Iowa Communities Assurance Pool for the EIRUSS Property/Liability Insurance. The motion passed unanimously.

B. Brief project updates

Petersburg

Schneider said a WIRB application was submitted for the Petersburg project through the Limestone Bluffs RC&D.

Leisure Lake

Schneider said the design is almost ready. ECIA staff will need to start negotiations with the lagoon property owner. A letter of condition on financing is needed from the USDA office.

C. Other

Rochester

Boedeker said the IDNR community rating score for Rochester, which is located in Cedar County, is comparable with some of the other projects that the EIRUSS board is currently working on. He said there are 67 homes including seasonal dwellings. Schneider said an income survey would need to be completed along with some investigation into funding sources. Thompson said funding may become available in FY09 for this project.

Motion by Cruise, second by Frieberg to approve ECIA staff to investigate Rochester for possible assistance from EIRUSS with their sewer system. The motion passed unanimously.

Adjournment

Motion by Boedeker, second by Cruise to adjourn the meeting. The motion passed unanimously. The meeting adjourned at 6:55 p.m.

Respectfully submitted,

Mark Schneider
Community Development Director