

**Minutes
Eastern Iowa Regional Utility Service Systems Commission**

DATE: Tuesday, December 13, 2011
TIME: 2:00 P.M.
PLACE: Jackson County Courthouse, Maquoketa, Iowa

MEMBERS PRESENT:

<input checked="" type="checkbox"/>	Dennis Boedeker	Cedar County Representative
<input checked="" type="checkbox"/>	Jon Bell	Cedar County Alternate
<input type="checkbox"/>	Jill Davisson	Clinton County Representative
<input type="checkbox"/>	Robert Summers	Clinton County Alternate
<input checked="" type="checkbox"/>	Jerry Ries	Delaware County Representative
<input checked="" type="checkbox"/>	Shirley Helmricks	Delaware County Alternate
<input checked="" type="checkbox"/>	Frank Frieberg	Jackson County Representative
<input checked="" 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: Steve Flynn, Jackson County Board of Supervisors
Brian Schmidt, Clinton County Board of Supervisors

STAFF PRESENT: Schneider, Nesteby, Nagle

Call to Order

Vice Chair Cruise called the meeting to order at 2:09 p.m.

Action on December 13, 2011 Agenda

Motion by Boedeker, second by Frieberg to approve the EIRUSS agenda for December 13, 2011. The motion passed unanimously.

Discussion/Action on County financial participation in EIRUSS

Frieberg said Davisson, EIRUSS Chairperson, requested a meeting of the County Boards of Supervisors that are part of EIRUSS to discuss future project funding. As projects are selected, developed, constructed and in operation, there are unforeseen expenses that are not covered by USDA or other funding sources. Schneider said the Andover water system needed some upgrades due to the water quality and Clinton County and the City both contributed funds to cover the related expenses. Funds will be reimbursed through user rates. Cruise noted that the Jones County Supervisors budgeted \$5,000 to assist with expenses on the projects in their County. Frieberg said that Jackson County Supervisors covered the archeological expenses for Leisure Lake, but expected repayment once USDA has obligated funds for the project. Discussion followed that each County injected \$5,000 for three years to EIRUSS, and that the Iowa Department of Natural Resources (DNR) provides \$25,000 up to \$50,000, annually for expenses.

Schneider listed the current EIRUSS projects: Andover and Center Junction are operational; Fairview is under construction; Leisure Lake is now being funded for construction; Morley is completing a study and has selected an engineer; Elvira needs a different funding source than USDA because of the projected high user rates; Petersburg is off the DNR list with no action; and Lake Delhi is on hold due to the flood and dam problems. Discussion followed concerning funds being contributed from each County for their own individual projects; or funds being contributed to a communal reserve for use for all projects. Those present at the meeting noted they preferred to contribute funds for their own individual County projects.

Nagle said an option is for the local government to pay for the required Preliminary Engineering Report (PER) for USDA. The City of Morley has paid for their PER and selected their engineer for the project. Prior to a Letter of Conditions (LOC) from USDA and obligation of their funds, funds are needed to pay for the PER, any archeological studies, and ECIA staff time. Some expenses are allowable by USDA and can be reimbursed once the LOC is signed by USDA. Discussion followed that each County should commit funds as a line item in their upcoming budget if projects are ongoing in their County. Clinton, Jones and Jackson County currently have EIRUSS projects; Cedar and Delaware Counties do not have projects at this time.

Discussion followed that Leisure Lake is the largest project EIRUSS has been involved with to date. Land negotiations have not been finalized; the property owners requested payment prior to the end of 2010 but funds were not available. The EIRUSS attorney has contacted the property owners' attorney; staff is waiting for a response. Nagle said the appraisal may need to be updated since land prices have raised. Schneider said if the land is more expensive; USDA said staff should contact them about additional funds.

Nagle said once a project is operational and bills are sent to homeowners; after sixty days of non-payment, delinquent bills are sent to the County for payment. Discussion followed concerning enforcement; setting up an account to cover the delinquent bills; and a property tax lien for those delinquent homeowners.

Other Business

Leisure Lake

Schneider distributed a Resolution pursuant to the 28E Agreement to the board members requesting that each County Board of Supervisors approve it. He said that when EIRUSS begins a project with revenue bonds and interim financing, each County Board needs to sign a Resolution authorizing the proceedings. Previous resolutions were approved by each County for Center Junction, Andover and Fairview.

He also distributed a memo to financial institutions and accompanying bid sheet stating that interim financing will need to be established for the Leisure Lake project. The information will be sent to all financial institutions in the EIRUSS region requesting their response the first week of January.

Schneider noted that a Resolution and Joint Agreement for the Erection, Maintenance and Operation of Plants and Systems for Sanitary Sewer Services needs to be approved and signed by the Jackson County Board of Supervisors for the Leisure Lake project. He distributed that information to the board members.

Discussion followed on Leisure Lake that the land negotiations will need to be finalized; and the interim financing proposal will need to be approved at a January EIRUSS meeting;

Adjournment

Motion by Boedeker, second by Frieberg to adjourn the meeting. The motion passed unanimously. The meeting adjourned at 2:45 p.m.

Respectfully submitted,

Mark Schneider
Director of Community Development and Public Works