

**Secretarial Notes
Eastern Iowa Regional Utility Service Systems Commission**

DATE: Wednesday, June 24, 2025

TIME: 9:00 a.m.

PLACE: Zoom/Phone Meeting

MEMBERS PRESENT:	☐	Brad Gaul	Cedar County Representative
	☐	Jeff Kaufmann	Cedar County Alternate
	☒	Erin George	Clinton County Representative
	☐	Vacant	Clinton County Alternate
	☐	Shirley Helmrichs	Delaware County Representative
	☐	Alex Linderwell	Delaware County Alternate
	☒	Nin Flagel	Jackson County Representative
	☐	Elizabeth Townsend	Jackson County Alternate
	☒	Joe Oswald	Jones County Representative
	☐	Jon Zirkelbach	Jones County Alternate

OTHERS PRESENT:

STAFF PRESENT:	☒	Matt Specht, Director of Comm/Economic Development
	☐	Mark Jobgen, Project Manager
	☒	Mae Hingtgen, ECIA Executive Director
	☒	Steve Stoffel, Director of Finance & Administration
	☒	Rebecca Kennedy, Finance Accountant
	☒	Amanda Dupont, Grant Specialist/Inspector

Call to Order

Chair Flagel called the meeting to order at 9:01 a.m.

The members of the EIRUSS are holding this session by electronic means pursuant to the provisions of the Iowa Open Meetings Law, Section 21.8, Code of Iowa, and due to the limited agenda for this meeting, relatively short period of time that this meeting is expected to be held, the expense of transporting the Board members in person is impractical. The meeting is being held by internet originating from the ECIA offices in Dubuque. It is open to the public and those in attendance can hear the proceedings. Public notice of the meeting has been issued in accordance with Iowa Code Section 21.4.

Action on June 24, 2026 EIRUSS Agenda

Motion by George, second by Oswald to approve the Wednesday, June 24, 2026, EIRUSS agenda. The motion passed unanimously.

Review/Action on Minutes and Secretarial Notes of Wednesday, April 22, 2026 Meeting

Motion by George, second by Oswald to approve the Wednesday, April 22, 2026 EIRUSS minutes. The motion passed unanimously.

Review /Action regarding Counties indemnifying EIRUSS for delinquent User Fees.

Specht reported that the main issue is monthly cash flow, which prevents EIRUSS from paying monthly expenses. Specht reported that moving forward, he will start to provide monthly revenue and expenses. Specht reported that EIRUSS has reserves and does raise rates, however it doesn't seem to help with monthly cashflow. Oswald shared his experience at his recent BOS meeting and by other counties following a different process, it makes it difficult for him to encourage his county to follow the process laid out in the resolution. Oswald questioned if rates would only be increased in counties where payment is an issue. Flagel stated that her pushback is why the entire county should pay for a few who do not pay their bills. Specht and Oswald reiterated the process that is used to put a lean on the property, which can lead to tax sale. Flagel explained the issue Jackson County finds is the value of the properties in some areas. All agreed on the benefits of EIRUSS and without EIRUSS, this would all fall on responsibility of each county. George asked what the total debt is. Specht reported that the debt is roughly \$20,000. Flagel explained issues that Jackson County has run into with tax sales. George questioned if the county pays the bill, can EIRUSS waive the late fees. Specht reported that he is unsure. Flagel reported that she will follow up with Jackson Co and provide an update at the next meeting.

Motion by George, second by Oswald, to table the discussion until additional information can be provided. The motion passed unanimously.

Center Junction Project

A. Water System

1. Project Status Update

Specht reported that there is some repair work being done, but nothing else is new.

B. Wastewater System

1. Project Status Update

Specht reported that there was nothing new to update.

Andover Project

A. Project Status Update

Specht reported that there was nothing new to update.

Fairview Project

A. Project Status Update

Specht reported that two pumps in the lift station were replaced a few weeks ago. Specht reported that the amps on the new pumps are too high and after further investigation there may be some costly solutions coming up and will provide an update at the next meeting.

Leisure Lake Project

A. Project Status Update

Specht stated that there is nothing new to update at this time.

Droessler Subdivision/Spruce Creek Park

A. Project Status Update

Specht reported that the Water Quality Report was mailed out and posted on the website, per DNR requirement.

Petersburg Project

A. Project Status Update

Specht stated that there is nothing new to update at this time.

Other Business

A. Next meeting: TBD

Adjournment

Motion by Oswald, seconded by George to adjourn the meeting. The meeting adjourned at 9:21 a.m.

Respectfully submitted,

Steve Stoffel

ECIA Director of Finance and Administration
EIRUSS Board Secretary/Treasurer